

# **CITY OF HUNTINGTON PARK**

## **City Council**

### **Regular Meeting**

#### **Agenda**

**Tuesday, September 3, 2019**

6:00 p.m.

City Hall Council Chambers

6550 Miles Avenue, Huntington Park, CA 90255

**Karina Macias**

Mayor

**Manuel “Manny” Avila**

Vice Mayor



**Graciela Ortiz**

Council Member

**Marilyn Sanabria**

Council Member

**Jhonny Pineda**

Council Member

All agenda items and reports are available for review in the City Clerk's Office and [www.hpca.gov](http://www.hpca.gov). Any writings or documents provided to a majority of the City Council regarding any item on this agenda (other than writings legally exempt from public disclosure) will be made available for public inspection in the Office of the City Clerk located at 6550 Miles Avenue, Huntington Park, California 90255 during regular business hours, 7:00 a.m. to 5:30 p.m., Monday – Thursday, and at the City Hall Council Chambers during the meeting.

Any person who requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may request such modification, accommodation, aid or service by contacting the City Clerk's Office either in person at 6550 Miles Avenue, Huntington Park, California or by telephone at (323) 584-6230. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

**PLEASE SILENCE ALL CELL PHONES AND OTHER ELECTRONIC EQUIPMENT WHILE COUNCIL IS IN SESSION. Thank you.**

**PLEASE NOTE**--The numerical order of items on this agenda is for convenience of reference. Items may be taken out of order upon request of the Mayor or Members of the City Council. Members of the City Council and the public are reminded that they must preserve order and decorum throughout the Meeting. In that regard, Members of the City Council and the public are advised that any delay or disruption in the proceedings or a refusal to obey the orders of the City Council or the presiding officer constitutes a violation of these rules.

- The conduct of City Council meetings is governed by the portion of the California Government Code commonly known as the "Brown Act" and by the Huntington Park City Council Meeting Rules of Procedure.
- The City Council meeting is for conducting the City's business, and members of the audience must obey the rules of decorum set forth by law. This means that each speaker will be permitted to speak for three minutes to address items that are listed on the City Council agenda or topics which are within the jurisdictional authority of the City.
- No profanity, personal attacks, booing, cheering, applauding or other conduct disruptive to the meeting will be permitted. Any person not adhering to the Rules of Procedure or conduct authorized by the Brown Act may be asked to leave the Council Chambers.
- All comments directed to the City Council or to any member of the City Council must be directed to the Mayor (or Chairperson if Mayor is absent).

We ask that you please respect the business nature of this meeting and the order required for the proceedings conducted in the Council Chambers.

### **Public Comment**

The Council encourages all residents of the City and interested people to attend and participate in the meetings of the City Council.

If you wish to address the Council, please complete the speaker card that is provided at the entrance to the Council Chambers and give to City Clerk prior to the start of Public Comment.

For both open and closed session each speaker will be limited to three minutes per Huntington Park Municipal Code Section 2-1.207. Time limits may not be shared with other speakers and may not accumulate from one period of public comment to another or from one meeting to another. **This is the only opportunity for public input except for scheduled public hearing items.**

All comments or queries shall be addressed to the Council as a body and not to any specific member thereof. Pursuant to Government Code Section 54954.2(a)(2), the Ralph M. Brown Act, no action or discussion by the City Council shall be undertaken on any item not appearing on the posted agenda, except to briefly provide information, ask for clarification, provide direction to staff, or schedule a matter for a future meeting.

### **Additions/Deletions to Agenda**

Items of business may be added to the agenda upon a motion adopted by a minimum two-thirds vote finding that there is a need to take immediate action and that the need for action came to the

attention of the City or Agency subsequent to the agenda being posted. Items may be deleted from the agenda upon the request of staff or Council.

**Important Notice**

The City of Huntington Park shows replays of City Council Meetings on Local Access Channel 3 and over the Internet at [www.hpca.gov](http://www.hpca.gov). NOTE: Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice.

## **CALL TO ORDER**

## **ROLL CALL**

Mayor Karina Macias  
Vice Mayor Manuel "Manny" Avila  
Council Member Graciela Ortiz  
Council Member Jhonny Pineda  
Council Member Marilyn Sanabria

## **INVOCATION**

## **PLEDGE OF ALLEGIANCE**

## **PRESENTATIONS**

"Certificates of Appreciation," Presented to Those Who Contributed/Donated to the City of Huntington Park's "State of the City Address" Event on August 24, 2019

## **PUBLIC COMMENT**

*Pursuant to Government Code Section 54954.3(a) Members of the public will have an opportunity to address the City Council on items listed on this agenda. For items on this agenda each speaker will be limited to three minutes per Huntington Park Municipal Code Section 2-1.207. Time limits may not be shared with other speakers and may not accumulate from one period of public comment to another or from one meeting to another.*

## **STAFF RESPONSE**

RECESS TO CLOSED SESSION

## **CLOSED SESSION**

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
[One Potential Case] - Government Code Section 54956.9(d)(4)
2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
Government Code Section 54956.9 (d)(1)  
Case Name: City of Huntington Park v. Kevin Hunt; Central Basin Municipal Water District, et.al. LASC Case No. BS169612

RECONVENE TO OPEN SESSION

## **CLOSED SESSION ANNOUNCEMENT**

## **CONSENT CALENDAR**

*All matters listed under the Consent Calendar are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items prior to the time the Council votes on the motion unless members of the Council, staff, or the public request specific items to be discussed and/or removed from the Consent Calendar for separate action.*

### **OFFICE OF THE CITY CLERK**

#### **1. Approve Minute(s) of the following City Council Meeting(s):**

- 1-1.** Special City Council Meeting held August 20, 2019 5:45 p.m. start time; and
- 1-2.** Regular City Council Meeting held August 20 2019.

### **FINANCE**

#### **2. Approve Accounts Payable and Payroll Warrant(s) dated September 3, 2019.**

## **END OF CONSENT CALENDAR**

## **REGULAR AGENDA**

### **COMMUNITY DEVELOPMENT**

#### **3. Consideration and Approval of an Activity in Public Places Permit for the Greater Huntington Park Area Chamber of Commerce's Annual "Sabor de Mexico Lindo" Downtown Street Festival (APP 19-02)**

##### **RECOMMENDATION OF ITEM UNDER CONSIDERATION:**

- 1. Approve an Activity in Public Places Permit request from Chamber of Commerce to conduct the annual "Sabor de Mexico Lindo" Downtown Street Festival along Pacific Boulevard, on October 4 through 6, 2019.

#### **4. Consideration and Approval of Resolution Authorizing the Los Angeles County Development Authority (LACDA) to Issue Bonds or Notes in an Amount Not to Exceed \$15,000,000 and Make/or Acquire Mortgage Loans to Finance the Development of a Multifamily Rental Housing Project in the City of Huntington Park, California**

##### **RECOMMENDATION OF ITEM UNDER CONSIDERATION:**

- 1. Adopt Resolution No. 2019-23, Authorizing the Los Angeles County Development Authority to issue bonds or notes in an amount not to exceed \$15,000,000 to finance the development of a multifamily rental housing project; and
- 2. Authorize City Manager to execute the interlocal cooperation agreement between the City of Huntington Park and the County of Los Angeles.

## **REGULAR AGENDA (CONTINUED)**

### **HUMAN RESOURCES**

- 5. Consideration and Approval of a Resolution Approving New and Revised Class Specifications for the Positions of Administrative Clerk, Deputy Director of Community Development, Recreation Coordinator and Senior Recreation Supervisor**

#### **RECOMMENDATION OF ITEM UNDER CONSIDERATION:**

1. Adopt Resolution No. 2019-24, Approving New and Revised Class Specifications for the Positions of Administrative Clerk, Deputy Director of Community Development, Recreation Coordinator and Senior Recreation Supervisor

### **POLICE**

- 6. Consideration and Approval for Authorization to Purchase One Police Department Parking Enforcement Services Unit Police Vehicle and Supplementary Equipment**

#### **RECOMMENDATION OF ITEM UNDER CONSIDERATION:**

1. Authorize the requisition of funds to purchase and equip one new Police Department Parking Enforcement Services Division vehicle from the FORD MOTOR COMPANY, specifically South Bay Ford in Hawthorne, CA, and install associated equipment; and
2. Authorize Chief of Police to purchase the vehicle and associated equipment.

- 7. Consideration and Approval or Authorization to Enter into an Interagency Memorandum of Agreement (MOA) with Centinela Youth Services, Inc. for The Juvenile Arrest Diversion Program**

#### **RECOMMENDATION OF ITEM UNDER CONSIDERATION:**

1. Approve the Memorandum of Agreement (MOA) with Centinela Youth Services, Inc. (CYS); and
2. Authorize Mayor to execute the MOA.

## **REGULAR AGENDA (CONTINUED)**

### **POLICE (CONTINUED)**

#### **8. Consideration and Approval for Authorization to Purchase One Police Department Patrol Operations Division Hybrid Vehicle and Supplementary Equipment**

##### **RECOMMENDATION OF ITEM UNDER CONSIDERATION:**

1. Authorize the requisition of funds to purchase one new Police Department Patrol Services Division police patrol vehicle from the FORD MOTOR COMPANY, specifically South Bay Ford in Hawthorne, CA., and install associated emergency response equipment; and
2. Authorize Chief of Police to purchase the vehicle and install associated equipment.

### **PUBLIC WORKS**

#### **9. Consideration and Approval to Reject the Request for Proposals (RFPs) for Graffiti Abatement Services and Release a New RFP**

##### **RECOMMENDATION OF ITEM UNDER CONSIDERATION:**

1. Reject the Request for Proposals (RFPs) for Graffiti Abatement Services; and
2. Authorize the Public Works Department to release a new Graffiti Abatement Services RFP.

## **END OF REGULAR AGENDA**

### **DEPARTMENTAL REPORTS** (Information only)

### **WRITTEN COMMUNICATIONS**

### **COUNCIL COMMUNICATIONS**

**Council Member Graciela Ortiz**

**Council Member Jhonny Pineda**

**Council Member Marilyn Sanabria**

**Vice Mayor Manuel “Manny” Avila**

**Mayor Karina Macias**

## **ADJOURNMENT**

The City of Huntington Park City Council will adjourn in memory of Ms. Connie Leyva, longtime resident, to a Regular Meeting on Tuesday, September 17, 2019 at 6:00 P.M.

I Donna G. Schwartz, hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted at City of Huntington Park City Hall and made available at [www.hpca.gov](http://www.hpca.gov) not less than 24 hours prior to the meeting. Dated this 29<sup>th</sup> day of August 2019.

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Donna G. Schwartz, CMC, City Clerk



## **MINUTES**

Special Meeting of the  
City of Huntington Park City Council  
Tuesday, August 20, 2019

Sergeant at Arms read the Rules of Decorum before the start.

The special meeting of the City Council of the City of Huntington Park, California was called to order at 5:48 p.m. on Tuesday, August 20, 2019, in the Council Chambers at City Hall, 6550 Miles Avenue, Huntington Park, California; Mayor Karina Macias presiding.

PRESENT: Council Member(s): Graciela Ortiz, Jhonny Pineda, Marilyn Sanabria, Vice Mayor Manuel "Manny" Avila and Mayor Karina Macias.

CITY OFFICIALS/STAFF: Ricardo Reyes, City Manager; Raul Alvarez, Assistant City Manager; Arnold Alvarez-Glasman, City Attorney; Cosme Lozano, Chief of Police; Cynthia Norzagaray, Director of Parks and Recreation; Nita McKay, Director of Finance & Administrative Services; Daniel Hernandez, Director of Public Works; Sergio Infanzon, Director of Community Development and Donna G. Schwartz, City Clerk.

### **INVOCATION**

The invocation was led by Mr. Jose Sabllos.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Council Member Sanabria.

**PUBLIC COMMENT** – None.

**STAFF RESPONSE** – None.

## **REGULAR AGENDA**

### **CITY MANAGER**

#### **1. Consideration and Approval for Authorization to Negotiate and Execute the Financing for a Design Build Construction of an Aquatic Center and Related Amenities at Salt Lake Park**

City Manager Ricardo Reyes presented the staff report and asked Director of Finance & administrative Services Nita McKay to provide a brief explanation of the allowable financing options.

**Motion:** Council Member Sanabria moved to approve, seconded by Council Member Ortiz. Motion failed due to substitute motion.

**Substitute Motion:** Council Member Pineda moved to approve and to remove authorization from City Manager to City Council. Substitute Motion failed due to lack of a second.

**Second Substitute Motion:** Council Member Ortiz moved to approve but with interest rate not to exceed 2%, if over, to come back to Council and authorize City Manager to negotiate and execute any combination of allowable financing options for the design build construction of an aquatic center and related amenities at Salt Lake Park. Seconded by Council Member Sanabria. Motion passed 4-1, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Sanabria, Vice Mayor Avila and  
Mayor Macias  
NOES: Council Member(s): Pineda

Council Member Pineda stated he fully supports the aquatic center and all youth activities but is opposed to the process.

## **PUBLIC WORKS**

### **2. Consideration and Approval to Reject all Proposals Received from the Graffiti Abatement Services Request for Proposal**

City Manager Ricardo Reyes announced the item and introduced Director of Public Works Daniel Hernandez who presented the staff report.

**Motion:** Council Member Ortiz moved to reject all proposals from the Request for Proposal for Graffiti Abatement Services (RFP) and authorize the Public Works Department to re-advertise the RFP, seconded by Council Member Sanabria. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Pineda, Sanabria, Vice Mayor Avila and Mayor Macias

NOES: Council Member(s): None

### **END OF REGULAR AGENDA**

### **ADJOURNMENT**

At 6:03 p.m. Mayor Macias adjourned the City of Huntington Park City Council to the Regular Meeting on Tuesday, August 20, 2019 at 6:00 P.M.

Respectfully submitted,

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Donna G. Schwartz, CMC  
City Clerk

## **MINUTES**

Regular Meeting of the  
City of Huntington Park City Council  
Tuesday, August 20, 2019

Sergeant at Arms read the Rules of Decorum before the start of the Special Meeting.

The regular meeting of the City Council of the City of Huntington Park, California was called to order at 6:03 p.m. on Tuesday, August 20, 2019, in the Council Chambers at City Hall, 6550 Miles Avenue, Huntington Park, California; Mayor Karina Macias presiding.

PRESENT: Council Member(s): Graciela Ortiz, Jhonny Pineda, Marilyn Sanabria, Vice Mayor Manuel "Manny" Avila and Mayor Karina Macias.

CITY OFFICIALS/STAFF: Ricardo Reyes, City Manager; Raul Alvarez, Assistant City Manager; Arnold Alvarez-Glasman, City Attorney; Cosme Lozano, Chief of Police; Cynthia Norzagaray, Director of Parks and Recreation; Nita McKay, Director of Finance & Administrative Services; Daniel Hernandez, Director of Public Works; Sergio Infanzon, Director of Community Development and Donna G. Schwartz, City Clerk.

**INVOCATION** - presented during the Special Meeting.

**PLEDGE OF ALLEGIANCE** - presented during the Special Meeting.

### **PRESENTATIONS**

Residents of Huntington Park, gave thanks to the City for their support in allowing the use of a facility for ongoing Zumba activities.

Council presented "Certificates of Appreciation," to National Night Out Sponsors.

Council presented "Certificates of Appreciation," to various organizations who participated in the Huntington Park Medical Camp on July 7, 2019, coordinated by Sathya Sai, International Organization of USA.

Council presented "Certificates of Appreciation," to those who participated and/or contributed to the Third Annual Community Co-Ed Basketball Tournament held Saturday, July 20, 2019.

Residents presented a plaque to Alejandro Franco, representative of BlueShield, for his support with ongoing Zumba Activities.

### **PUBLIC COMMENT**

1. Francisco Rivera, commented on the graffiti contractor GPC leaving, likes the job they do, noticed pressure washing is not being done and hopes next contractor does a good job and would like to meet the new company.
2. Rodolfo Cruz, commented on taxes, change to streets and parking, projects being approved, need for more police officers, HPRobocop, and trash on the streets.

### **STAFF RESPONSE**

Mayor Macias clarified that the City has not picked any new company for graffiti services and is still in the process.

### **CLOSED SESSION**

At 6:59 p.m. City Attorney Arnold Alvarez-Glasman, announced closed session items noting that closed session item 3 would not be discussed this evening, however there is an add on item under Conference with Legal Counsel, Existing Litigation, Pursuant to Government Code Section 54956.9(d)(1) arriving after the posting of the agenda and there is an immediate need to seek direction from the City Council, CA Charter Schools v. City of Huntington Park and asked for a motion. **Motion:** Mayor Macias moved to add

item to closed session, seconded by Council Member Sanabria. Motion passed 5-0, by the following vote:

**ROLL CALL:**

AYES: Council Member(s): Ortiz, Pineda, Sanabria, Vice Mayor Avila and Mayor Macias  
NOES: Council Member(s): None

1. CONFERENCE WITH LABOR NEGOTIATOR - Regarding Represented Employees  
(Government Code Section 54957.6(a))  
City's Designated Representative(s) for Negotiations: Ricardo Reyes, City Manager  
Employee Organization: Police Officers Association (POA)
2. CONFERENCE WITH LABOR NEGOTIATORS Regarding Represented Employees - Government Code Section 54957.6(a)  
City's Designated Representative(s) for Negotiations: Ricardo Reyes, City Manager and Nita McKay, Finance/Administrative Services Director  
Employee Organization: General Employees Association (GEA)
3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
[One Potential Case] - Government Code Section 54956.9(d)(4)

At 8:03 p.m. Mayor Macias reconvened to open session with all Council Members present

**CLOSED SESSION ANNOUNCEMENT**

City Attorney Arnold Alvarez-Glasman announced all Council Members were present and briefed on closed session items 1, 2 and the additional closed session item. 1.) no action taken, direction given to city's designated representatives, nothing to report. 2.) no action taken, direction given to city's designated representatives, nothing to report. 3.) not discussed held over to next city council meeting. 4.) direction was given, no action taken, nothing to report.

**CALENDAR**

**Motion:** Council Member Sanabria moved to approve consent calendar, seconded by Council Member Ortiz. Motion passed by the following votes:

**OFFICE OF THE CITY CLERK**

1. Approved Minute(s) of the following City Council Meeting(s):
  - 1-1. Regular City Council Meeting held August 6, 2019.

**ROLL CALL:**

AYES: Council Member(s): Ortiz, Sanabria, Vice Mayor Avila and Mayor Macias  
NOES: Council Member(s): None  
ABSTAINED: Council Member(s): Pineda

**FINANCE**

2. Approved Accounts Payable and Payroll Warrant(s) dated August 20, 2019.

**ROLL CALL:**

AYES: Council Member(s): Ortiz, Pineda, Sanabria, Vice Mayor Avila and Mayor Macias  
NOES: Council Member(s): None

3. Adopted Resolution No. 2019-22, adopting the City's amended Statement of Investment Policy for Fiscal Year 2019-20.

ROLL CALL:

AYES: Council Member(s): Ortiz, Pineda, Sanabria, Vice Mayor Avila and Mayor Macias  
NOES: Council Member(s): None

**END OF CONSENT CALENDAR**

**REGULAR AGENDA**

**COUNCIL**

**4. Council Removal and Appointment to Civil Service Commission**

City Manager Ricard Reyes presented the item.

Council Member Sanabria removed Ricardo Ortega and appointed Diego Sepulveda to the Civil Service Commission.

**PUBLIC WORKS**

**5. Consideration and Approval of 100% Design Plans, Specifications and Engineer's Estimate for Capital Improvement Project (CIP) 2016-01 Active Transportation Program Cycle II Uncontrolled Crosswalk Pedestrian Safety Enhancement Project ATPL-5150(012), Resolution Authorizing the Acceptance of Active Transportation Grant and Authorize Staff to Proceed with Bid Advertisement After Obtaining E-76 from the State of California Department of Transportation**

City Manager Ricard Reyes announced the item and introduced Public Works Director Daniel Hernandez.

**Motion:** Council Member Ortiz moved to approve 100% Plans, Specifications and Engineer's Estimate (PS&E) for CIP 2016-01 Active Transportation Program (ATP) Cycle II Uncontrolled Crosswalk Pedestrian Safety Enhancement Project ATPL-5150(012) "Project", authorize City Clerk's Office to publish the Notice Inviting Bid (NIB) after obtaining E-76 from the State of California Department of Transportation (Caltrans), adopt Resolution No. 2019-21, authorizing the acceptance and appropriation of the Active Transportation Grant from Caltrans for the Project and authorize City Manager and City Attorney to sign and execute the Caltrans Program Supplement Agreement, seconded by Council Member Sanabria. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Pineda, Sanabria, Vice Mayor Avila and Mayor Macias  
NOES: Council Member(s): None

**6. Consideration and Approval to Solicit Construction Management and Inspection Services as Part of the Oversight of Capital Improvement Project (CIP) 2016-01 Active Transportation Program Cycle II Uncontrolled Crosswalk Pedestrian Safety Enhancement Project ATPL-5150(012)**

City Manager Ricard Reyes announced the item and introduced Public Works Director Daniel Hernandez who presented the staff report.

Council Member Ortiz requested staff provide her with a copy of the RFP if it passes tonight.

**Motion:** Council Member Ortiz moved to authorize staff to solicit construction management and inspection services (CM) for CIP 2016-01 Active Transportation Program (ATP) Cycle II Uncontrolled Crosswalk Pedestrian Safety Enhancement Project ATPL-5150(012) "Project" by publishing a Request for Proposal (RFP) after obtaining E-76 from the State of California Department of Transportation (Caltrans), seconded by Council Member Sanabria. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Pineda, Sanabria, Vice Mayor Avila and Mayor Macias  
NOES: Council Member(s): None

**7. Consideration and Approval of Huntington Park Greenway Capital Improvement Project (CIP) 2018-08 100% Design of Plans, Specifications and Engineer's Estimate and Authorization to Proceed with Bid Advertisement**

City Manager Ricard Reyes announced the item and introduced Public Works Director Daniel Hernandez who presented the staff report.

**Motion:** Council Member Ortiz moved to approve Huntington Park Greenway Project CIP 2018-08 100% design of Plans, Specifications and Engineer's Estimate (PS&E), approve Environmental Assessment as follows: The proposed project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to 14 California Code of Regulations § 15301 as a Class 1 and 15304 Class 4 categorical exemption and authorize Public Works Department to proceed with bid advertisement for construction, seconded by Council Member Sanabria. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Pineda, Sanabria, Vice Mayor Avila and Mayor Macias  
NOES: Council Member(s): None

**8. Consideration and Approval of Award of Contract for the Project and Construction Management, Inspection and Administration of the Huntington Park Greenway Capital Improvement Project (CIP) 2018-08**

City Manager Ricard Reyes announced the item and introduced Public Works Director Daniel Hernandez who presented the staff report.

Discussion ensued regarding playground equipment and ADA compliance.

**Motion:** Council Member Ortiz moved to authorize Infrastructure Engineers (IE) under the currently approved Augmentation Contract to proceed with the Project and Construction Management, Inspection and Administration of the Huntington Park Greenway Project CIP 2018-08 for a fee based on the average of three (3) lowest construction cost bids and authorize the City Manager or designee to execute the Request for Services (RFS), seconded by Council Member Sanabria. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Pineda, Sanabria, Vice Mayor Avila and Mayor Macias  
NOES: Council Member(s): None

**END OF REGULAR AGENDA**

**DEPARTMENTAL REPORTS** (Information only)

**WRITTEN COMMUNICATIONS** – None.

**COUNCIL COMMUNICATIONS**

Council Member Graciela Ortiz, invited the public to attend the City's State of Address on Saturday, August 24, 2019 and wished all children a happy back to school.

Council Member Jhonny Pineda, congratulated all staff for a successful grand opening of the After School Center last Saturday.

Council Member Marilyn Sanabria, wished the children a happy first day of school and all a good night.

Vice Mayor Manuel "Manny" Avila, welcomed back Chief of Police from vacation and invited the public to attend the City's State of Address on Saturday.

Mayor Karina Macias, thanked staff for all their support, to Parks and Recreation for a successful Back Pack give away, successful After School Center grand opening, thanked all volunteers, and looking forward to seeing all at the City's State of Address on Saturday at 10 a.m.

Council Member Sanabria, thanked staff for procuring a 3-D printer for the after school center.

**ADJOURNMENT**

At 8:25 p.m. Mayor Macias adjourned the City of Huntington Park City Council to a Regular Meeting on Tuesday, September 3, 2019 at 6:00 P.M.

Respectfully submitted,

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Donna G. Schwartz, CMC  
City Clerk

## City of Huntington Park

### List of Funds

| Fund | Description                 | Fund | Description                |
|------|-----------------------------|------|----------------------------|
| 111  | General Fund                | 234  | Congressional Earmark      |
| 114  | Spec Events Contrib Rec     | 235  | Federal Street Improvmnt   |
| 120  | Special Revenue DNA ID      | 237  | Community Planning         |
| 121  | Special Revnu Welfare Inm   | 239  | Federal CDBG Fund          |
| 122  | Prevention Intervention     | 240  | HUD EZ/EC Soc Sec Block    |
| 123  | Board of Corrections - LEAD | 242  | HUD Home Program           |
| 124  | Auto Theft                  | 243  | HUD 108 B03MC060566        |
| 150  | Emergency Preparedness      | 245  | EPA Brownfield             |
| 151  | Economic Development        | 246  | LBPHCP-Lead Base           |
| 201  | Environmental Justice       | 247  | Neighborhood Stabilization |
| 202  | CFP Crosswalks              | 248  | Homelessness Prevention    |
| 204  | SR2S Middleton Safe Route   | 252  | ABC                        |
| 205  | CFP Pacific Blvd            | 275  | Successor Agency           |
| 206  | CFP iPark Pay Station       | 283  | Sewer Maintenance Fund     |
| 207  | CFP Signal Synchronization  | 285  | Solid Waste Mgmt Fund      |
| 208  | CMAQ Metro Rapid            | 286  | Illegal Disposal Abatemnt  |
| 209  | CFP City Street Resurfacing | 287  | Solid Waste Recycle Grant  |
| 216  | Employees Retirement Fund   | 288  | COMPBC                     |
| 217  | OPEB                        | 334  | Ped/Bike Path Fund         |
| 219  | Sales Tax-Transit Fund A    | 349  | Capital Improvement Fund   |
| 220  | Sales Tax-Transit C         | 475  | Public Financng Authority  |
| 221  | State Gasoline Tax Fund     | 533  | Business Improv Dist Fund  |
| 222  | Measure R                   | 535  | Strt Lght & Lndscp Assess  |
| 223  | Local Origin Program Fund   | 681  | Water Department Fund      |
| 224  | Office of Traffc & Safety   | 741  | Fleet Maintenance          |
| 225  | Cal Cops Fund               | 745  | Worker's Compensation Fnd  |
| 226  | Air Quality Improv Trust    | 746  | Employee Benefit Fund      |
| 227  | Offc of Criminal Justice    | 748  | Veh & Equip Replacement    |
| 228  | Bureau of Justice Fund      | 779  | Deferred Comp. Trust Fund  |
| 229  | Police Forfeiture Fund      | 800  | Pooled Cash                |
| 231  | Parking System Fund         | 801  | Pooled Cash Fund           |
| 232  | Art in Public Places Fund   | 802  | Pooled Interest            |
| 233  | Bullet Proof Vest Grant     |      |                            |



**CITY OF HUNTINGTON PARK  
DEMAND REGISTER  
9-3-19**

| Payee Name                   | Invoice Number | Account Number     | Description                       | Transaction Amount |
|------------------------------|----------------|--------------------|-----------------------------------|--------------------|
| AARON CRUZ                   | 73272/73813    | 111-6060-466.33-20 | CONTRACT INSTRUCTOR               | 184.80             |
|                              | 73406/73909    | 111-6060-466.33-20 | CONTRACT INSTRUCTOR               | 369.60             |
|                              | 73415/73905    | 111-6060-466.33-20 | CONTRACT INSTRUCTOR               | 369.60             |
|                              |                |                    |                                   | <b>\$924.00</b>    |
| AGAPE PAINTING & MAINTENANCE | 72319          | 232-6010-419.73-10 | P&R PAINTING OF LOUNGE            | 1,530.00           |
|                              |                |                    |                                   | <b>\$1,530.00</b>  |
| ALADDIN LOCK & KEY SERVICE   | 29233          | 111-8020-431.43-10 | COPIES OF KEYS                    | 13.23              |
|                              |                |                    |                                   | <b>\$13.23</b>     |
| ALL CAL ELECTRIC             | 1445           | 111-7030-421.56-41 | PD EMERGENCY SERVICES             | 4,550.00           |
|                              |                |                    |                                   | <b>\$4,550.00</b>  |
| ALVAREZ-GLASMAN & COLVIN     | 2019-05-18527  | 111-0220-411.32-70 | LEGAL SERVICES-MAY 2019           | 39,126.75          |
|                              | 2019-06-18544  | 111-0220-411.32-70 | LEGAL SERVICES-JUNE 2019          | 23,563.84          |
|                              |                |                    |                                   | <b>\$62,690.59</b> |
| AMAZON.COM SERVICES, INC.    | 17QM-X36W-QPKM | 111-6020-451.61-35 | TABLES-AFTER SCHOOL PROGRAM       | 705.66             |
|                              |                |                    |                                   | <b>\$705.66</b>    |
| AMERICAN CANCER SOCIETY      | 74086/74160    | 111-0000-228.20-00 | DEPOSIT REFUND                    | 2,500.00           |
|                              |                |                    |                                   | <b>\$2,500.00</b>  |
| AMERICAN EXPRESS             | 71619569       | 111-0110-411.58-19 | ICA CONF LODGING - MACIAS         | 731.46             |
|                              | NT_FMGQXH1T    | 111-0110-411.58-19 | ICA REGISTRATION - MACIAS         | 650.00             |
|                              | 1823629561295  | 111-0110-411.58-21 | AMTRAK EXPENSE - SANABRIA         | 42.20              |
|                              | 71505185       | 111-0110-411.58-21 | ICA CONF LODGING - SANABRIA       | 791.46             |
|                              | NT_FHZWZDF     | 111-0110-411.58-21 | ICA REGISTRATION - SANABRIA       | 650.00             |
|                              | 71205309       | 111-0110-411.58-23 | ICA CONF LODGING - ORTIZ          | 1,462.92           |
|                              | NT_FMIOLJKX    | 111-0110-411.58-23 | ICA REGISTRATION - ORTIZ          | 650.00             |
|                              | 190IANCIDAS    | 111-0110-411.61-20 | COUNCIL PRESENTATION EXPENSE      | 830.00             |
|                              | 4APA5JYJ       | 111-0110-411.61-20 | COUNCIL EXPENSE                   | 118.24             |
|                              | 56OOHQ0EV0M    | 111-0110-411.61-20 | COUNCIL OFFICE SUPPLIES           | 38.58              |
|                              | 61813200477    | 111-0110-411.61-20 | COUNCIL OFFICE SUPPLIES           | 69.24              |
|                              | 56OOHQ0EV0M    | 111-0110-411.66-05 | COUNCIL MEETING EXPENSE           | -35.00             |
|                              | IGOO LZQVXV    | 111-0110-411.66-05 | COUNCIL MEETING EXPENSE           | 87.00              |
|                              | MZRWNFDNOFX    | 111-0110-411.66-05 | COUNCIL MEETING EXPENSE           | 79.38              |
|                              | 7ATZMA5OHA0    | 111-0210-413.61-20 | ADMIN OFFICE SUPPLIES             | 21.98              |
|                              | 000577352      | 111-6010-451.61-20 | P&R PROP 68 SUPPLIES              | 23.40              |
|                              | 00101059756    | 111-6020-451.61-35 | P&R DIAPERS SPLASH PAD            | 60.46              |
|                              | 01665316       | 111-7010-421.59-15 | PD SLI COURSE LODGING - J.SETTLES | 416.50             |
|                              | 01665326       | 111-7010-421.59-15 | PD SLI COURSE LODGING - A. VALLE  | 416.50             |
|                              | 10020042704    | 111-7010-421.59-15 | PD ADVANCED REPORT COURSE         | 260.00             |
|                              | 1409276        | 111-7010-421.59-15 | PD SLI COURSE - J. SETTLES        | 426.69             |
|                              | 728240         | 111-7010-421.59-15 | PD SLI COURSE - A. VALLE          | 437.61             |
|                              | 05574865       | 111-7010-421.61-20 | PD NATIONAL NIGHT OUT MOVIE       | 800.69             |
|                              | 260520629      | 111-7010-421.61-20 | PD CAR WASH EXPENSE               | 10.00              |
|                              | NT_FSHUU8FA    | 111-7010-421.61-20 | PD NATIONAL NIGHT OUT EXPENSE     | 595.80             |
|                              | 94191308       | 111-7030-421.44-10 | PD UHAUL EMERGENCY SRVCS          | 68.76              |
|                              | 102243899885   | 239-6060-466.61-20 | P&R AFTERSCHOOL PRG SUPPLIES      | 275.61             |
|                              |                |                    |                                   | <b>\$9,979.48</b>  |

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| Payee Name                         | Invoice Number  | Account Number     | Description                       | Transaction Amount |
|------------------------------------|-----------------|--------------------|-----------------------------------|--------------------|
| AMERICAN SOCCER COMPANY, INC       | 6580036         | 111-6030-451.61-35 | YOUTH BASKETBALL UNIFORMS         | 1,890.00           |
|                                    |                 |                    |                                   | <b>\$1,890.00</b>  |
| ANGELA CORNEJO                     | 00000009        | 111-0240-481.61-20 | REIMBU-STATE CITY ADDRESS         | 204.77             |
|                                    | 001203597       | 111-0240-481.61-20 | REIMBU-STATE CITY ADDRESS         | 69.81              |
|                                    | 138176          | 111-0240-481.61-20 | REIMBU-STATE CITY ADDRESS         | 2.00               |
|                                    | 138179          | 111-0240-481.61-20 | REIMBU-STATE CITY ADDRESS         | 2.00               |
|                                    | D14193(R)       | 111-0240-481.61-20 | REIMBU-STATE CITY ADDRESS         | 42.00              |
|                                    |                 |                    |                                   | <b>\$320.58</b>    |
| ARAMARK UNIFORM & CAREER APPAREL   | 534375188       | 741-8060-431.56-41 | PW UNIFORM RENTAL SRVC            | 134.62             |
|                                    | 534392509       | 741-8060-431.56-41 | PW UNIFORM RENTAL SRVC            | 134.62             |
|                                    | 534409768       | 741-8060-431.56-41 | PW UNIFORM RENTAL SRVC            | 134.62             |
|                                    | 534426996       | 741-8060-431.56-41 | PW UNIFORM RENTAL SRVC            | 134.62             |
|                                    | 534444221       | 741-8060-431.56-41 | PW UNIFOR RENTAL SRVC             | 134.62             |
|                                    | 534461497       | 741-8060-431.56-41 | PW UNIFOR RENTAL SRVC             | 129.85             |
|                                    |                 |                    |                                   | <b>\$802.95</b>    |
| ARROYO BACKGROUND INVESTIGATIONS   | 2056            | 111-7010-421.56-41 | PD CADET BACKGROUNDS              | 800.00             |
|                                    |                 |                    |                                   | <b>\$800.00</b>    |
| AT&T                               | 8/21/19-9/20/19 | 111-9010-419.53-10 | COM CENTER INTERNET SRVCS         | 64.25              |
|                                    | 8/23/19-9/22/19 | 111-9010-419.53-10 | PW YARD INTERNET SRVCS            | 90.00              |
|                                    | 8/28/19-9/27/19 | 111-9010-419.53-10 | R. PEREZ PARK INTERNET SRVCS      | 54.25              |
|                                    | 8/28/19-9/27/19 | 111-9010-419.53-10 | FREEDOM PARK INTERNET SRVCS       | 54.25              |
|                                    | 9/1/19-9/30/19  | 111-9010-419.53-10 | SALT LAKE PARK INTERNET SRVCS     | 55.00              |
|                                    |                 |                    |                                   | <b>\$317.75</b>    |
| AT&T MOBILITY                      | 832433777X08142 | 111-5055-419.53-10 | CODE ENFRC. PHONE SRVC 7/7-8/6/19 | 354.59             |
|                                    | 993625860X08142 | 111-7010-421.53-10 | PD WIRELESS 8/2019                | 5,587.37           |
|                                    | 832433777X08142 | 239-5055-419.53-10 | CODE ENFRC. PHONE SRVC 7/7-8/6/19 | 236.39             |
|                                    |                 |                    |                                   | <b>\$6,178.35</b>  |
| AT&T PAYMENT CENTER                | 000013424103    | 111-7010-421.53-10 | PD PHONE SRVC 7/4-8/3/19          | 534.49             |
|                                    | 8/7/19-9/6/19   | 111-9010-419.53-10 | CITYWIDE PHONE SRVCS              | 33.03              |
|                                    | 8/7/19-9/6/19   | 111-9010-419.53-10 | CITYWIDE PHONE SRVCS              | 33.03              |
|                                    | 8/7/19-9/6/19   | 111-9010-419.53-10 | CITYWIDE PHONE SRVCS              | 33.03              |
|                                    | 8/7/19-9/6/19   | 111-9010-419.53-10 | CITYWIDE PHONE SRVCS              | 33.03              |
|                                    | 8/7/19-9/6/19   | 111-9010-419.53-10 | CITYWIDE PHONE SRVCS              | 100.52             |
|                                    | 8/7/19-9/6/19   | 111-9010-419.53-10 | CITYWIDE PHONE SRVCS              | 194.02             |
|                                    | 8/7/19-9/6/19   | 111-9010-419.53-10 | CITYWIDE PHONE SRVCS              | 80.35              |
|                                    |                 |                    |                                   | <b>\$1,041.50</b>  |
| BENEFIT ADMINISTRATION CORPORATION | 6028341-IN      | 111-2030-413.56-41 | ADMIN & BANK FEES 7/2019          | 80.00              |
|                                    |                 |                    |                                   | <b>\$80.00</b>     |
| BESNICK MIDDLETON                  | 08/19/2019      | 111-6030-451.33-90 | BASKETBALL REFEREE SRVCS          | 54.00              |
|                                    |                 |                    |                                   | <b>\$54.00</b>     |
| BOB BARKER COMPANY INC.            | WEB000616929    | 121-7040-421.56-14 | PD JAIL SUPPLIES                  | 81.75              |
|                                    |                 |                    |                                   | <b>\$81.75</b>     |
| BRINK'S INCORPORATED               | 2775728         | 111-9010-419.33-10 | ARMORED TRANSPORT 7/2019          | 538.81             |
|                                    |                 |                    |                                   | <b>\$538.81</b>    |

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|-------------------------------------|-----------------|--------------------|-------------------------------|---------------------|
| BROADCAST MUSIC INC                 | 35332072        | 111-6010-451.56-41 | P&R MUSIC RIGHTS              | 711.00              |
|                                     |                 |                    |                               | <b>\$711.00</b>     |
| CAL PRIVATE BANK-FIT                | PPE 08/11/2019  | 111-0000-217.20-10 | FEDERAL TAX DEPOSIT           | 54,911.60           |
|                                     | PPE 08/25/2019  | 111-0000-217.20-10 | FEDERAL TAX DEPOSIT           | 53,005.46           |
|                                     |                 |                    |                               | <b>\$107,917.06</b> |
| CAL PRIVATE BANK-MEDICARE           | PPE 08/11/2019  | 111-0000-217.10-10 | MEDICARE TAX DEPOSIT          | 7,673.45            |
|                                     | PPE 08/25/2019  | 111-0000-217.10-10 | MEDICARE TAX DEPOSIT          | 7,492.88            |
|                                     |                 |                    |                               | <b>\$15,166.33</b>  |
| CAL PRIVATE BANK-SIT                | PPE 08/11/2019  | 111-0000-217.20-20 | STATE TAX DEPOSIT             | 19,929.95           |
|                                     | PPE 08/25/2019  | 111-0000-217.20-20 | STATE TAX DEPOSIT             | 19,384.78           |
|                                     |                 |                    |                               | <b>\$39,314.73</b>  |
| CALIF PUBLIC EMPLOYEES RETIREMENT   | PPE 07/28/2019  | 111-0000-217.30-10 | CITYWIDE RETIREMENT BENEF     | 37,043.77           |
|                                     | PPE 08/11/2019  | 111-0000-217.30-10 | CITYWIDE RETIREMENT BENEF     | 37,618.69           |
|                                     | PPE 07/28/2019  | 111-0000-218.10-10 | CITYWIDE RETIREMENT BENEF     | 66,998.60           |
|                                     | PPE 08/11/2019  | 111-0000-218.10-10 | CITYWIDE RETIREMENT BENEF     | 67,668.49           |
|                                     |                 |                    |                               | <b>\$209,329.55</b> |
| CALIFORNIA CONTRACT CITIES ASSN.    | 2733            | 111-0240-466.64-00 | MEMBERSHIP DUES FY 19/20      | 4,200.00            |
|                                     |                 |                    |                               | <b>\$4,200.00</b>   |
| CALIFORNIA MARKETING INC            | 39363           | 111-0210-413.56-41 | NEWSLETTER MAILING            | 458.31              |
|                                     | 39363.1         | 111-0210-413.56-41 | NEWSLETTER DATA CONVERSION    | 614.10              |
|                                     |                 |                    |                               | <b>\$1,072.41</b>   |
| CELICA QUINONES                     | 201907251230012 | 111-6010-451.61-20 | REIMBUR-LA COUNTY POSTING     | 75.00               |
|                                     |                 |                    |                               | <b>\$75.00</b>      |
| CENTER FOR PUBLIC SAFETY MANAGEMENT | 1723            | 111-0210-413.56-41 | ANALYSIS OF PD SRVCS          | 23,400.00           |
|                                     |                 |                    |                               | <b>\$23,400.00</b>  |
| CENTRAL BASIN MWD                   | HP-JUL19        | 681-8030-461.41-00 | POTABLE WATER 7/2019          | 137,204.67          |
|                                     |                 |                    |                               | <b>\$137,204.67</b> |
| CENTRAL FORD                        | 340925          | 741-8060-431.43-20 | GAS PIPE FOR UNIT # 961       | 161.21              |
|                                     | 340953          | 741-8060-431.43-20 | SPARK PLUG FOR UNIT # 977     | 59.27               |
|                                     | 340971          | 741-8060-431.43-20 | HOSE, ANTIFREEZE UNIT 975     | 114.70              |
|                                     | 340987          | 741-8060-431.43-20 | LATCH FOR UNIT # 968          | 89.52               |
|                                     | 341263          | 741-8060-431.43-20 | PANEL FOR UNIT # 353          | 77.64               |
|                                     | 341283          | 741-8060-431.43-20 | OIL,SEALANT, ARMS ASSY        | 392.18              |
|                                     | 341284          | 741-8060-431.43-20 | TUBE & TIRE ENDS UNIT 953     | 411.24              |
|                                     |                 |                    |                               | <b>\$1,305.76</b>   |
| CHARTER COMMUNICATIONS              | 0511379081319   | 111-7010-421.53-10 | PD INTERNET SRVC 8/13-9/12/19 | 154.98              |
|                                     | 0514415080119   | 111-7010-421.53-10 | PD INTERNET SRVC 7/30-8/29/19 | 654.85              |
|                                     | 0019175080119   | 111-9010-419.53-10 | ADMIN CABLE 8/2019            | 47.54               |
|                                     |                 |                    |                               | <b>\$857.37</b>     |
| CHRISTOPHER WASIK                   | 8/6/19-8/8/19   | 111-7010-421.59-20 | PD MILEAGE TRAINING REIMB     | 214.37              |
|                                     | 8/6/19-8/8/19   | 111-7010-421.59-20 | PER DIEM REIMBURSEMENT        | 51.00               |
|                                     |                 |                    |                               | <b>\$265.37</b>     |
| CITY OF HUNTINGTON PARK FLEXIBLE    | PPE 08/11/2019  | 111-0000-217.30-30 | MEDICAL REIMBURSE 125         | 642.32              |
|                                     |                 |                    |                               | <b>\$642.32</b>     |

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| CITY OF HUNTINGTON PARK GEA     | PPE 08/11/2019  | 111-0000-217.60-10 | GEA DUES & PRE PAID LEGAL  | 797.93             |
|                                 |                 |                    |                            | <b>\$797.93</b>    |
| COLONIAL SUPPLEMENTAL INSURANCE | PPE 08/11/2019  | 111-0000-217.50-40 | COLONIAL SUPPLEMENTAL INS  | 1,049.12           |
|                                 |                 |                    |                            | <b>\$1,049.12</b>  |
| CONTRERAS GARDEN SUPPLY         | 07/01/2019      | 741-8060-431.43-20 | EQUIP REPLACEMENT PARTS    | 108.00             |
|                                 | 07/29/2019      | 741-8060-431.43-20 | GENERATOR-LABOR & TUNE UP  | 113.00             |
|                                 |                 |                    |                            | <b>\$221.00</b>    |
| CR&R INCORPORATED               | 0016909         | 111-8027-431.56-59 | WASTE & RECYCLING SRV 7/19 | 16,680.00          |
|                                 |                 |                    |                            | <b>\$16,680.00</b> |
| CRAFCO INC                      | 9402102428      | 221-8010-431.61-21 | PURCHASE COLD PATH ASPHALT | 1,984.14           |
|                                 |                 |                    |                            | <b>\$1,984.14</b>  |
| CREATIVE BUS SALES, INC.        | 5178827         | 219-8085-431.43-21 | CONDENSER FAN 10 INCH      | 690.35             |
|                                 |                 |                    |                            | <b>\$690.35</b>    |
| DAILY JOURNAL CORPORATION       | B3277070        | 111-1010-411.54-00 | ORDINANCE PUBLIC 2019-978  | 71.40              |
|                                 |                 |                    |                            | <b>\$71.40</b>     |
| DAVID VALDOVINOS                | 73693/74087     | 111-6060-466.33-20 | CONTRACT INSTRUCTOR        | 67.20              |
|                                 | 74021/74021     | 111-6060-466.33-20 | CONTRACT INSTRUCTOR        | 22.40              |
|                                 |                 |                    |                            | <b>\$89.60</b>     |
| DAY WIRELESS SYSTEMS            | 492770          | 111-7010-421.56-41 | PD RADIO REPAIRS           | 412.50             |
|                                 |                 |                    |                            | <b>\$412.50</b>    |
| DEPARTMENT OF JUSTICE           | 394293          | 111-7030-421.56-41 | PD FINGERPRINT APPS        | 337.00             |
|                                 |                 |                    |                            | <b>\$337.00</b>    |
| DIAMOND ENVIRONMENTAL SERVICES  | 0002088745      | 111-6020-451.56-41 | FOURTH OF JULY FENCE       | 1,501.44           |
|                                 |                 |                    |                            | <b>\$1,501.44</b>  |
| DR HYDRAULICS, INC              | 1734            | 741-8060-431.43-20 | FRONT REPAIR OF LIFT # 1   | 851.78             |
|                                 | 1738            | 741-8060-431.43-20 | REAR SAFETY POST LIFT 1    | 841.92             |
|                                 | 1749            | 741-8060-431.43-20 | LABOR SRVC FOR LIFT 1      | 410.00             |
|                                 |                 |                    |                            | <b>\$2,103.70</b>  |
| EDGAR FELIX                     | 8/12/19-8/13/19 | 111-7010-421.59-30 | PD MILEAGE REIMBURSEMENT   | 33.64              |
|                                 | 8/12/19-8/13/19 | 111-7010-421.59-30 | PER DIEM REIMBURSEMENT     | 34.00              |
|                                 |                 |                    |                            | <b>\$67.64</b>     |
| ENRICO DINAPOLI                 | 5318/2233       | 111-0000-322.10-10 | PRE-SALE PERMIT REFUND     | 60.00              |
|                                 |                 |                    |                            | <b>\$60.00</b>     |
| ENTERPRISE FM TRUST             | FBN3770430      | 111-7010-421.56-41 | PD VEHICLE LEASE 8/2019    | 92.04              |
|                                 | FBN3770430      | 226-7010-419.74-20 | PD VEHICLE LEASE 8/2019    | 1,681.19           |
|                                 |                 |                    |                            | <b>\$1,773.23</b>  |
| ESTELA RAMIREZ                  | 73998/74111     | 111-6060-466.33-20 | CONTRACT INSTRUCTOR        | 237.60             |
|                                 |                 |                    |                            | <b>\$237.60</b>    |
| EXPERT ROOTER                   | 097271          | 111-8023-451.43-10 | P&R PLUMBING SRVCS         | 496.87             |
|                                 | 097248          | 111-8024-421.43-10 | PLUMBING SRVCS FOR PD      | 675.00             |
|                                 | 097266          | 111-8024-421.43-10 | PLUMBING SRVCS FOR PD      | 190.90             |
|                                 |                 |                    |                            | <b>\$1,362.77</b>  |
| EXPRESS PIPE & SUPPLY CO., LLC  | S106659732.001  | 111-8023-451.43-10 | P&R-FOUNTAIN VALVES        | 417.19             |
|                                 |                 |                    |                            | <b>\$417.19</b>    |

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| F&A FEDERAL CREDIT UNION       | PPE 08/11/2019 | 111-0000-217.60-40 | CREDIT UNION DEDUCTION      | 9,625.50           |
|                                | PPE 08/25/2019 | 111-0000-217.60-40 | CREDIT UNION DEDUCTION      | 9,625.50           |
|                                |                |                    |                             | <b>\$19,251.00</b> |
| FAST DEER BUS CHARTER          | 147183         | 219-8085-431.57-70 | P&R BUS RENTAL-BEACH TRIP   | 2,324.96           |
|                                |                |                    |                             | <b>\$2,324.96</b>  |
| FEDEX                          | 6-625-01253    | 111-1010-411.61-20 | CITY CLERK SHIPPING CHARGES | 30.60              |
|                                |                |                    |                             | <b>\$30.60</b>     |
| FM THOMAS AIR CONDITIONING INC | 40014          | 111-7024-421.56-41 | A/C MAINTENANCE SRVC 7/19   | 1,247.05           |
|                                | 40014          | 111-8020-431.56-41 | A/C MAINTENANCE SRVC 7/19   | 106.89             |
|                                | 40083          | 111-8022-419.43-10 | A/C SRVC CALL 7/10/19       | 545.00             |
|                                | 40014          | 111-8022-419.56-41 | A/C MAINTENANCE SRVC 7/19   | 1,247.05           |
|                                | 40014          | 111-8023-451.56-41 | A/C MAINTENANCE SRVC 7/19   | 962.01             |
|                                |                |                    |                             | <b>\$4,108.00</b>  |
| FROM LOT TO SPOT               | 201924         | 152-6010-451.73-10 | COMU OUTREACH HP GREENWAY   | 2,200.00           |
|                                |                |                    |                             | <b>\$2,200.00</b>  |
| GEORGE MIDDLETON               | 8/8/19-8/14/19 | 111-6030-451.33-90 | BASKETBALL REFEREE SRVCS    | 189.00             |
|                                |                |                    |                             | <b>\$189.00</b>    |
| GOLDEN BELL PRODUCTS CORP      | 16788          | 111-8010-431.61-21 | RELEASE AGENT FOR ASPHALT   | 850.82             |
|                                |                |                    |                             | <b>\$850.82</b>    |
| GRAINGER                       | 9234017896     | 111-8022-419.43-10 | THERMOMETER TEMP TESTER     | 115.75             |
|                                | 9228894938     | 111-8023-451.43-10 | SMOKE DETECTOR COMU CNTR    | 122.01             |
|                                | 9231819070     | 111-8023-451.43-10 | P&R- AXIAL FAN/THERMOSTAT   | 339.17             |
|                                | 9234017896     | 221-8014-429.61-20 | T. SIGNAL SUN SHADES        | 43.30              |
|                                |                |                    |                             | <b>\$620.23</b>    |
| HASA, INC.                     | 650183         | 111-8023-451.61-20 | SPLASH PAD-53 G. CHLORINE   | 323.58             |
|                                | 649446         | 681-8030-461.41-00 | CHLORINE - WELL 14          | 221.97             |
|                                | 649447         | 681-8030-461.41-00 | CHLORINE - WELL 18          | 214.87             |
|                                | 649448         | 681-8030-461.41-00 | CHLORINE - WELL 12          | 204.90             |
|                                | 650497         | 681-8030-461.41-00 | HYPO SODIUM CHLORIDE        | 257.84             |
|                                | 650498         | 681-8030-461.41-00 | HYPO SODIUM CHLORIDE        | 204.90             |
|                                | 651536         | 681-8030-461.41-00 | HYPO SODIUM CHLORIDE        | 204.90             |
|                                | 651537         | 681-8030-461.41-00 | HYPO SODIUM CHLORIDE        | 187.82             |
|                                | 652757         | 681-8030-461.41-00 | CHLORINE - WELL 14          | 204.90             |
|                                | 652758         | 681-8030-461.41-00 | CHLORINE - WELL 12          | 221.97             |
|                                | 652759         | 681-8030-461.41-00 | CHLORINE - WELL 18          | 256.12             |
|                                |                |                    |                             | <b>\$2,503.77</b>  |
| HAZEL D. BRICENO               | 08/06/2019     | 111-6030-451.33-90 | BASKETBALL REFEREE SRVCS    | 81.00              |
|                                |                |                    |                             | <b>\$81.00</b>     |
| HDL COREN & CONE               | 0026722-IN     | 111-9010-419.56-41 | CONTRACT PROPERTY TAX       | 1,991.25           |
|                                |                |                    |                             | <b>\$1,991.25</b>  |
| HECTOR G. MORENO LOREDO        | 73891/74166    | 111-6060-466.33-20 | CONTRACT INSTRUCTOR         | 729.60             |
|                                |                |                    |                             | <b>\$729.60</b>    |
| HERNANDEZ SIGNS, INC.          | 4022           | 111-8022-419.43-10 | SIGNAGE SENATOR GONZALEZ    | 206.94             |
|                                |                |                    |                             | <b>\$206.94</b>    |

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|-------------------------------------|-----------------|--------------------|----------------------------|---------------------|
| HILTI, INC.                         | 4614130034      | 221-8014-429.61-20 | TOOLS T. SIGNAL MAINTENAN  | 268.55              |
|                                     |                 |                    |                            | <b>\$268.55</b>     |
| HUNTINGTON PARK POLICE MGMT ASSN.   | PPE 08/11/2019  | 111-0000-217.60-10 | PMA ASSOCIATION DUES       | 150.00              |
|                                     |                 |                    |                            | <b>\$150.00</b>     |
| HUNTINGTON PARK POLICE OFFICER ASSN | PPE 8/11/2019   | 111-0000-217.60-10 | POA ASSOCIATION DUES       | 6,708.23            |
|                                     |                 |                    |                            | <b>\$6,708.23</b>   |
| INDUSTRIAL PLUMBING SUPPLY, LLC     | 80580           | 111-8024-421.43-10 | PD SHOWER HEADS            | 679.35              |
|                                     |                 |                    |                            | <b>\$679.35</b>     |
| INFRAMARK LLC                       | 43220           | 283-8040-432.56-41 | SEWER UTILITY MAINTEN 8/19 | 13,689.34           |
|                                     | 43220           | 681-8030-461.56-41 | WATER UTILITY MAINTEN 8/19 | 105,527.15          |
|                                     |                 |                    |                            | <b>\$119,216.49</b> |
| INFRASTRUCTURE ENGINEERS            | 24348           | 111-8010-431.76-01 | ENGINEERING SRVCS 7/2019   | 22,637.42           |
|                                     | 24362R          | 111-8080-431.56-62 | ENGINEERING SRVCS 7/2019   | 17,500.00           |
|                                     | 24302           | 152-6010-451.73-10 | HP GREENWAY PRJECT 7/2019  | 4,045.60            |
|                                     | 24347           | 207-8016-429.73-10 | ENGINEERING SRVCS 7/2019   | 4,050.00            |
|                                     | 24347           | 209-8010-431.73-10 | ENGINEERING SRVCS 7/2019   | 4,050.00            |
|                                     | 24362R          | 221-8010-431.56-41 | ENGINEERING SRVCS 7/2019   | 16,081.34           |
|                                     | 24362R          | 222-8080-431.56-41 | ENGINEERING SRVCS 7/2019   | 4,166.66            |
|                                     | 24318           | 222-8080-431.73-10 | ENGINEERING SRVCS 7/2019   | 15,255.65           |
|                                     | 24303           | 283-8040-432.56-41 | ENGINEERING SRVCS 7/2019   | 4,947.00            |
|                                     |                 |                    |                            | <b>\$92,733.67</b>  |
| ITRON, INC.                         | 529033          | 681-3022-415.56-41 | MVRS SOFTWARE AUG-NOV2019  | 684.33              |
|                                     |                 |                    |                            | <b>\$684.33</b>     |
| JAILENE MACHUCA                     | 8/12/19-8/16/19 | 111-7010-421.59-20 | PD MILEAGE REIMBURSEMENT   | 89.90               |
|                                     | 8/12/19-8/16/19 | 111-7010-421.59-20 | PD PER DIEM REIMBURSEMENT  | 85.00               |
|                                     |                 |                    |                            | <b>\$174.90</b>     |
| JEFF WIGHTMAN                       | 08/20/2019      | 111-6030-451.33-90 | BASKETBALL REFEREE SRVCS   | 81.00               |
|                                     |                 |                    |                            | <b>\$81.00</b>      |
| JESSICA VALENZUELA                  | 72438/74183     | 111-0000-228.20-00 | DEPOSIT REFUND             | 500.00              |
|                                     |                 |                    |                            | <b>\$500.00</b>     |
| JIMBO'S HARDWARE                    | 0209            | 111-8023-451.43-10 | P&R PLUMBING SUPPLIES      | 318.32              |
|                                     |                 |                    |                            | <b>\$318.32</b>     |
| JOE COVARRUBIAS                     | 8/8/19-8/19/19  | 111-6030-451.33-90 | BASKETBALL REFEREE SRVCS   | 324.00              |
|                                     |                 |                    |                            | <b>\$324.00</b>     |
| JOEL GORDILLO                       | AUGUST-19       | 111-1010-411.56-41 | VIDEOGRAPHER 8/2019        | 1,650.00            |
|                                     |                 |                    |                            | <b>\$1,650.00</b>   |
| JOSE VALENZUELA                     | 69754/74177     | 111-0000-228.20-00 | DEPOSIT REFUND             | 250.00              |
|                                     |                 |                    |                            | <b>\$250.00</b>     |
| JOSEPH B CAIN                       | 8/15/19-8/20/19 | 111-6030-451.33-90 | BASKETBALL REFEREE SRVCS   | 162.00              |
|                                     |                 |                    |                            | <b>\$162.00</b>     |
| JOSEPH R. SETTLES                   | 8/8/19-8/10/19  | 111-7010-421.59-20 | PD SLI TRAINING PER DIEM   | 148.00              |
|                                     |                 |                    |                            | <b>\$148.00</b>     |
| JUAN GRAVES                         | 08/17/2019      | 111-6030-451.33-90 | BASKETBALL REFEREE SRVCS   | 135.00              |
|                                     |                 |                    |                            | <b>\$135.00</b>     |

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| JUAN LOZANO              | 08/15/2019     | 111-9018-413.35-10 | TUITION REIMBURSEMENT     | 1,043.08           |
|                          |                |                    |                           | <b>\$1,043.08</b>  |
| KEYSTONE UNIFORMS        | 700035383      | 111-7010-421.61-20 | PD OFFICER UNIFORMS       | 82.68              |
|                          | 700035384      | 111-7010-421.61-20 | PD OFFICER UNIFORMS       | 77.16              |
|                          | 700035438      | 111-7010-421.61-20 | PD EMPLOYEE UNIFORMS      | 82.69              |
|                          | 700035439      | 111-7010-421.61-20 | PD EMPLOYEE UNIFORMS      | 79.37              |
|                          | 700035442      | 111-7010-421.61-20 | PD EMPLOYEE UNIFORMS      | 267.81             |
|                          | 700035443      | 111-7010-421.61-20 | PD EMPLOYEE UNIFORMS      | 83.33              |
|                          | 700035666      | 111-7010-421.61-20 | PD EMPLOYEE UNIFORMS      | 416.69             |
|                          |                |                    |                           | <b>\$1,089.73</b>  |
| KLIMT CONSULTING, LLC    | 12             | 239-0260-463.56-41 | CDBG ADMIN SRVCS-APR 2019 | 9,385.95           |
|                          | 13             | 239-0260-463.56-41 | CDBG ADMIN SRVCS-MAY 2019 | 18,165.00          |
|                          | 14             | 239-0260-463.56-41 | CDBG ADMIN SRVCS-JUN 2019 | 17,350.00          |
|                          | 12             | 239-0270-463.56-41 | CDBG ADMIN SRVCS-APR 2019 | 3,791.55           |
|                          | 12             | 242-0260-463.56-41 | HOME ADMIN SRVCS-APR 2019 | 787.50             |
|                          |                |                    |                           | <b>\$49,480.00</b> |
| LA COUNTY SHERIFF'S DEPT | 200099BL       | 121-7040-421.56-41 | PD IMMATE MEAL SRV 7/2019 | 1,323.87           |
|                          |                |                    |                           | <b>\$1,323.87</b>  |
| LACMTA                   | 104195         | 219-8085-431.58-50 | METRO TAP CARDS 7/2019    | 6,064.00           |
|                          |                |                    |                           | <b>\$6,064.00</b>  |
| LAN WAN ENTERPRISE, INC  | 64197          | 227-7117-421.74-10 | LABOR - APLR SYSTEM       | 3,120.00           |
|                          |                |                    |                           | <b>\$3,120.00</b>  |
| LB JOHNSON HARDWARE CO.  | 102913         | 111-8022-419.43-10 | CHAIN & LOCK PACIFIC BLVD | 98.48              |
|                          | 102924         | 111-8022-419.43-10 | ELECTRICAL SUPPLIES       | 46.59              |
|                          | 102988         | 535-8016-431.61-45 | CHAIN & LOCK STREET LIGHT | 9.84               |
|                          |                |                    |                           | <b>\$154.91</b>    |
| LENTZ LOCK AND KEY LLC   | 12494          | 111-8020-431.43-10 | PW KEY COPIES             | 6.63               |
|                          | 12494          | 111-8023-451.43-10 | PW KEY COPIES             | 100.00             |
|                          |                |                    |                           | <b>\$106.63</b>    |
| LETICIA OROZCO           | 71930/74184    | 111-0000-228.20-00 | DEPOSIT REFUND            | 500.00             |
|                          |                |                    |                           | <b>\$500.00</b>    |
| LIBERTY PAPER            | 302684         | 111-0110-411.61-20 | 80 CASES CITYWIDE PAPER   | 119.59             |
|                          | 302684         | 111-0210-413.61-20 | 80 CASES CITYWIDE PAPER   | 119.59             |
|                          | 302684         | 111-1010-411.61-20 | 80 CASES CITYWIDE PAPER   | 119.59             |
|                          | 302684         | 111-2030-413.61-20 | 80 CASES CITYWIDE PAPER   | 96.57              |
|                          | 302684         | 111-3010-415.61-20 | 80 CASES CITYWIDE PAPER   | 441.19             |
|                          | 302684         | 111-5010-419.61-20 | 80 CASES CITYWIDE PAPER   | 119.59             |
|                          | 302684         | 111-6010-451.61-20 | 80 CASES CITYWIDE PAPER   | 183.99             |
|                          | 302684         | 111-7010-421.61-20 | 80 CASES CITYWIDE PAPER   | 1,471.90           |
|                          | 302684         | 111-8020-431.61-20 | 80 CASES CITYWIDE PAPER   | 68.99              |
|                          |                |                    |                           | <b>\$2,741.00</b>  |
| LIEBERT CASSIDY WHITMORE | 1481608        | 111-0220-411.32-70 | ADMIN LEGAL SRVCS 6/2019  | 2,249.00           |
|                          | 1483027        | 111-0220-411.32-70 | ADM PROFESS SRVCS 7/2019  | 444.00             |
|                          |                |                    |                           | <b>\$2,693.00</b>  |

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| LOS ANGELES COUNTY FIRE DEPARTMENT  | IN0303993       | 741-8060-431.42-05 | HAZARD MATRIAL DISCLOSURE | 458.00             |
|                                     | IN0304961       | 741-8060-431.42-05 | HAZARD MATRIAL DISCLOSURE | 458.00             |
|                                     | IN303155        | 741-8060-431.42-05 | HAZARD MATRIAL DISCLOSURE | 458.00             |
|                                     | IN303589        | 741-8060-431.42-05 | HAZARD MATRIAL DISCLOSURE | 458.00             |
|                                     | IN305681        | 741-8060-431.42-05 | HAZARD MATRIAL DISCLOSURE | 458.00             |
|                                     |                 |                    |                           | <b>\$2,290.00</b>  |
| LOS ANGELES TIMES                   | 07/28/2019      | 121-7040-421.56-14 | PD NEWSPAPER SUBSCRIPTION | 76.00              |
|                                     |                 |                    |                           | <b>\$76.00</b>     |
| MANUEL PRIETO                       | 73583/73660     | 111-6060-466.33-20 | CONTRACT INSTRUCTOR       | 212.80             |
|                                     | 73637/74073     | 111-6060-466.33-20 | CONTRACT INSTRUCTOR       | 212.80             |
|                                     |                 |                    |                           | <b>\$425.60</b>    |
| MARIO DIAZ                          | 08/15/2019      | 111-9018-413.35-10 | TUITION REIMBURSEMENT     | 1,500.00           |
|                                     | 08/20/2019      | 111-9018-413.35-10 | TUITION REIMBURSEMENT     | 1,500.00           |
|                                     |                 |                    |                           | <b>\$3,000.00</b>  |
| MARX BROS FIRE EXTINGUISHER CO INC. | E30699          | 111-8023-451.56-41 | FIRE EXTINGUISHER SERVICE | 80.00              |
|                                     |                 |                    |                           | <b>\$80.00</b>     |
| MERRIMAC ENERGY GROUP               | 2192740         | 741-8060-431.62-30 | FUEL PURCHASE             | 24,080.82          |
|                                     |                 |                    |                           | <b>\$24,080.82</b> |
| MG GRAPHICS                         | 12112           | 111-5010-419.61-20 | COMU DEV-250 PKNG PERMITS | 551.25             |
|                                     |                 |                    |                           | <b>\$551.25</b>    |
| MR. HOSE INC.                       | 158115          | 741-8060-431.43-20 | HYDRAULIC SWIVEL UNIT 203 | 49.97              |
|                                     | 158379          | 741-8060-431.43-20 | HYDRAULIC OIL HOSE FORKLI | 120.71             |
|                                     |                 |                    |                           | <b>\$170.68</b>    |
| NACHO'S LOCK & KEY SERVICE          | 14875           | 111-8023-451.43-10 | REKEY DOORS/COPY OF KEYS  | 633.66             |
|                                     |                 |                    |                           | <b>\$633.66</b>    |
| NATION WIDE RETIREMENT SOLUTIONS    | PPE 08/11/2019  | 111-0000-217.40-10 | DEFERRED COMP             | 16,555.83          |
|                                     | PPE 08/25/2019  | 111-0000-217.40-10 | DEFERRED COMP             | 16,630.30          |
|                                     |                 |                    |                           | <b>\$33,186.13</b> |
| NATIONAL TRAINING CONCEPTS, INC.    | 8/19/19-8/20/19 | 111-7010-421.59-20 | PD-LESS LETHAL TRAINING   | 300.00             |
|                                     |                 |                    |                           | <b>\$300.00</b>    |
| NCM AUTOMOTIVE SOLUTIONS LLC        | JULY-2019       | 741-8060-431.43-20 | PD VEHICLE CAR WASH SRVC  | 589.50             |
|                                     |                 |                    |                           | <b>\$589.50</b>    |
| NETMOTION SOFTWARE, INC             | I0048107        | 111-7010-421.56-41 | PD SOFTWARE MAINTENANCE   | 2,604.66           |
|                                     |                 |                    |                           | <b>\$2,604.66</b>  |
| NEW CHEF FASHION INC.               | 965243          | 111-7010-421.61-20 | PD EMPLOYEE UNIFORMS      | 49.60              |
|                                     |                 |                    |                           | <b>\$49.60</b>     |
| NICK ALEXANDER RESTORATION          | 3704            | 741-8060-431.43-20 | PW-HEADLINER, SUN VISOR   | 570.00             |
|                                     |                 |                    |                           | <b>\$570.00</b>    |
| NOBEL SYSTEMS, INC                  | 14589           | 111-8030-461.56-42 | GEOVIEWER ANNUAL SUBSCRIP | 9,800.00           |
|                                     | 14589           | 111-8095-431.53-10 | GEOVIEWER ANNUAL SUBSCRIP | 4,500.00           |
|                                     |                 |                    |                           | <b>\$14,300.00</b> |
| NOEMI LUQUIN                        | 8/6/19-8/13/19  | 111-6030-451.33-90 | BASKETBALL REFEREE SRVCS  | 162.00             |
|                                     |                 |                    |                           | <b>\$162.00</b>    |



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| NORTH STAR LAND SCAPE LLC           | 1596-12         | 222-8010-431.56-41 | LANDSCAPE MAINTNCE 8/2019 | 2,912.00           |
|                                     | 1596-12         | 535-8090-452.56-60 | LANDSCAPE MAINTNCE 8/2019 | 20,145.75          |
|                                     |                 |                    |                           | <b>\$23,057.75</b> |
| O'REILLY AUTO PARTS                 | 2959-133211     | 535-8016-431.61-45 | IMPACT DRIVER SET ADAPTER | 998.58             |
|                                     | 2959-133212     | 535-8016-431.61-45 | EXTENSION BAR & PWR TOOL  | 67.22              |
|                                     | 2959-131577     | 741-8060-431.43-20 | SERPENTINE BELT UNIT 204  | 13.68              |
|                                     | 2959-135784     | 741-8060-431.43-20 | PORTABLE BLOWERS SPARK    | 42.93              |
|                                     | 2959-138852     | 741-8060-431.43-20 | WIPER ARM FOR UNIT # 194  | 23.15              |
|                                     | 2959-141206     | 741-8060-431.43-20 | SPARK PLUG FOR UNIT 976   | 52.85              |
|                                     | 2959-141701     | 741-8060-431.43-20 | VARIOUS PARTS SHOP SUPPLY | 1,487.34           |
|                                     | 2959-141890     | 741-8060-431.43-20 | UPPER CONTROL ARMS # 904  | 160.90             |
|                                     |                 |                    |                           | <b>\$2,846.65</b>  |
| OEM AUTO PAINT SUPPLIES             | 121478          | 535-8016-431.61-45 | PAINT PEDESTRIAN LIGHT    | 445.04             |
|                                     |                 |                    |                           | <b>\$445.04</b>    |
| OK PRINTING DESIGN & DIGITAL PRINT  | 1431            | 681-3022-415.61-20 | WATER DOOR HANGERS        | 434.50             |
|                                     |                 |                    |                           | <b>\$434.50</b>    |
| PAUL MUNOZ                          | 7/11/19-7/12/19 | 111-7010-421.59-20 | TRAINING MILEAGE REIMBURS | 116.70             |
|                                     | 7/11/19-7/12/19 | 111-7010-421.59-20 | TRAINING PER DIEM REIMBUR | 34.00              |
|                                     |                 |                    |                           | <b>\$150.70</b>    |
| PENSKE CHEVROLET                    | 239444          | 741-8060-431.43-20 | BREAK LIGHT SWITCH # 951  | 16.79              |
|                                     |                 |                    |                           | <b>\$16.79</b>     |
| PETE CARRILLO JR                    | 8/15/19-8/17/19 | 111-6030-451.33-90 | BASKETBALL REFEREE SRVCS  | 216.00             |
|                                     |                 |                    |                           | <b>\$216.00</b>    |
| PURCHASE POWER                      | 08/11/2019      | 111-7040-421.56-41 | PD POSTAGE FEES           | 510.28             |
|                                     | 08/14/2019      | 111-9010-419.53-20 | CITY HALL POSTAGE FEES    | 2,596.49           |
|                                     |                 |                    |                           | <b>\$3,106.77</b>  |
| RANDALL HENRIQUEZ                   | 7/16/19-7/18/19 | 111-7010-421.59-20 | TRAINING MILEAGE REIMBURS | 92.22              |
|                                     | 7/16/19-7/18/19 | 111-7010-421.59-20 | TRAINING PER DIEM REIMBUR | 51.00              |
|                                     |                 |                    |                           | <b>\$143.22</b>    |
| RAYMOND GRADILLAS                   | 7/29/19-8/2/19  | 111-7010-421.59-20 | PD MILEAGE REIMBURSEMENT  | 364.82             |
|                                     | 7/29/19-8/2/19  | 111-7010-421.59-20 | PD PER DIEM REIMBURSEMENT | 80.00              |
|                                     |                 |                    |                           | <b>\$444.82</b>    |
| RIVERSIDE COUNTY SHERIFF'S DEPT     | BCTC0014295     | 111-7010-421.59-20 | PD FIREARMS CRS 9/17-9/19 | 330.00             |
|                                     |                 |                    |                           | <b>\$330.00</b>    |
| S & S WORLDWIDE, INC.               | IN100198255     | 239-6060-466.61-20 | CDBG AFTERSCHOOL SUPPLIES | 397.08             |
|                                     |                 |                    |                           | <b>\$397.08</b>    |
| SAFETY KLEEN                        | 80668085        | 741-8060-431.43-20 | BRAKE CLEANER & PARTS     | 498.23             |
|                                     |                 |                    |                           | <b>\$498.23</b>    |
| SFG RETIREMENT PLAN CONSULTING, LLC | 241             | 111-0210-413.56-41 | FIDUCIARY SRVCS 7/2019    | 1,000.00           |
|                                     |                 |                    |                           | <b>\$1,000.00</b>  |
| SMART & FINAL                       | 034593          | 111-0000-228.21-00 | PARKS & REC SUPPLIES      | 132.31             |
|                                     | 021932          | 111-7010-421.61-20 | PD MEETING/EVENT SUPPLIES | 55.22              |
|                                     | 027956          | 111-7010-421.61-20 | PD MEETING/EVENT SUPPLIES | 74.20              |
|                                     | 030685          | 111-7010-421.61-20 | PD MEETING/EVENT SUPPLIES | 21.99              |

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| SMART & FINAL                       | 041849          | 111-7010-421.61-20 | PD MEETING/EVENT SUPPLIES   | 62.05              |
|                                     | 046763          | 111-7010-421.61-20 | PD MEETING/EVENT SUPPLIES   | 102.72             |
|                                     |                 |                    |                             | <b>\$448.49</b>    |
| SONSRAY MACHINERY, LLC              | P30078-03       | 741-8060-431.43-20 | ENGINE PARTS FOR UNIT 204   | 494.21             |
|                                     |                 |                    |                             | <b>\$494.21</b>    |
| SOUTH COAST AIR QUALITY MGMT DISTR. | 3489097         | 741-8060-431.42-05 | PW 461 LIQUID FUEL DISPEN   | 669.94             |
|                                     | 3490590         | 741-8060-431.42-05 | PW EMISSIONS FLAT FEE       | 136.40             |
|                                     | 3498336         | 741-8060-431.42-05 | PW EMISSIONS FEES           | 842.04             |
|                                     | 3501787         | 741-8060-431.42-05 | PW EMISSIONS FLAT FEE       | 136.40             |
|                                     |                 |                    |                             | <b>\$1,784.78</b>  |
| SOUTHERN CALIFORNIA EDISON          | 7/8/19-8/6/19   | 111-7024-421.62-10 | PD VARIOUS SRVC ACCOUNTS    | 8,141.23           |
|                                     | 7/18/19-8/16/19 | 111-8020-431.62-10 | 6900 BISSELL SRVC ACCOUNTS  | 1,893.83           |
|                                     | 7/2/19-8/6/19   | 111-8022-419.62-10 | VARIOUS SRVC ACCOUNTS       | 2,012.03           |
|                                     | 7/8/19-8/21/19  | 111-8022-419.62-10 | VARIOUS SRVC ACCOUNTS       | 2,012.33           |
|                                     | 7/2/19-8/6/19   | 111-8023-451.62-10 | VARIOUS SRVC ACCOUNTS       | 7,242.09           |
|                                     | 7/8/19-8/6/19   | 221-8014-429.62-10 | SRVC T. SIGNAL 55ST/PACIFIC | 42.84              |
|                                     | 7/5/19-7/19/19  | 535-8016-431.62-10 | VARIOUS SRVC ACCOUNTS       | 13,473.47          |
|                                     | 7/2/19-8/6/19   | 681-8030-461.62-20 | VARIOUS SRVC ACCOUNTS       | 18,200.94          |
|                                     | 7/5/19-7/19/19  | 681-8030-461.62-20 | VARIOUS SRVC ACCOUNTS       | 11,652.12          |
|                                     |                 |                    |                             | <b>\$64,670.88</b> |
| SPARKLETTS                          | 19438227073119  | 111-7010-421.56-41 | PD DRINKING WATER 7/2019    | 410.80             |
|                                     |                 |                    |                             | <b>\$410.80</b>    |
| ST FRANCIS, LLC.                    | 1661065         | 221-8014-429.56-41 | T.SIGNAL MAINTENANCE 7/19   | 5,683.00           |
|                                     |                 |                    |                             | <b>\$5,683.00</b>  |
| STACY MEDICAL CENTER                | 3160-33166      | 111-7022-421.56-15 | PRE-BOOKING EXAM & CUST     | 1,298.41           |
|                                     |                 |                    |                             | <b>\$1,298.41</b>  |
| STAPLES ADVANTAGE                   | 8055269926      | 111-6010-451.61-20 | CITYWIDE SUPPLIES 7/2019    | 442.34             |
|                                     | 8055269926      | 111-7010-421.61-20 | CITYWIDE SUPPLIES 7/2019    | 156.53             |
|                                     |                 |                    |                             | <b>\$598.87</b>    |
| STAR2STAR COMMUNICATIONS LLC        | SUBC00002864    | 111-9010-419.53-10 | VOIP SRVCS 8/3-9/2/19       | 11,000.00          |
|                                     |                 |                    |                             | <b>\$11,000.00</b> |
| SUPERION, LLC                       | 247375          | 111-9010-419.43-15 | FINANCIAL SYSTEMS 9/2019    | 11,298.22          |
|                                     |                 |                    |                             | <b>\$11,298.22</b> |
| SUSAN CRUM                          | 73150/74185     | 111-0000-228.20-00 | DEPOSIT REFUND              | 500.00             |
|                                     |                 |                    |                             | <b>\$500.00</b>    |
| THE RACK DEPOT INC                  | 19-0523         | 111-8020-431.43-10 | PW- PALLET RACKS            | 317.55             |
|                                     |                 |                    |                             | <b>\$317.55</b>    |
| TOMAS PEREZ                         | 7/1/19-7/3/19   | 111-7010-421.59-20 | PD MILEAGE REIMBURSEMENT    | 99.18              |
|                                     | 7/1/19-7/3/19   | 111-7010-421.59-20 | PD PER DIEM REIMBURSEMENT   | 51.00              |
|                                     |                 |                    |                             | <b>\$150.18</b>    |

**CITY OF HUNTINGTON PARK  
DEMAND REGISTER  
9-3-19**

| Payee Name                          | Invoice Number | Account Number     | Description                  | Transaction Amount    |
|-------------------------------------|----------------|--------------------|------------------------------|-----------------------|
| TRIANGLE SPORTS                     | 38828          | 111-6030-451.61-35 | P&R YOUTH SPORTS SUPPLIES    | 1,204.50              |
|                                     | 38947          | 111-6030-451.61-35 | P&R SOCCER TROPHIES          | 459.52                |
|                                     | 38948          | 111-6030-451.61-35 | GIRLS BASKETBALL THROPHIES   | 635.10                |
|                                     | 38829          | 111-6040-451.61-35 | P&R ADULT SPORTS SUPPLIES    | 192.72                |
|                                     |                |                    |                              | <b>\$2,491.84</b>     |
| U.S. BANK                           | 20190829       | 111-0000-217.30-20 | EMPLOYEE PARS CONTR          | 1,688.91              |
|                                     | PPE 08/11/2019 | 111-0000-217.30-20 | EMPLOYEE PARS CONTR          | 1,692.25              |
|                                     | PPE 08/11/2019 | 111-0000-217.30-20 | PT EMPLOYEE DEDUCTION        | 2,395.10              |
|                                     | PPE 08/25/2019 | 111-0000-217.30-20 | PART TIME PARS DEDUCTION     | 2,436.92              |
|                                     | PPE 08/11/2019 | 111-0000-218.10-05 | EMPLOYEE PARS DEDUCT         | 3,275.00              |
|                                     | PPE 08/11/2019 | 111-0000-218.10-05 | EMPLOYER PARS CONTRIBUTIO    | 10,804.51             |
|                                     | PPE 08/25/2019 | 111-0000-218.10-05 | EMPLOYER PARS CONTR          | 14,051.64             |
|                                     |                |                    |                              | <b>\$36,344.33</b>    |
| UNDERGROUND SERVICE ALERT OF SO CAL | 18DSBFEE3748   | 221-8014-429.56-41 | STATE FEE REGULATORY FEE     | 143.16                |
|                                     | 720190132      | 221-8014-429.56-41 | UNDERGROUNG SRVC ALERTS      | 231.10                |
|                                     |                |                    |                              | <b>\$374.26</b>       |
| US BANK                             | 5438962        | 216-3010-415.56-42 | POB-ADMIN FEE 2005 SERIES    | 2,467.50              |
|                                     | 5438775        | 475-9010-419.56-41 | ADMIN FEE-REV BONDS          | 4,512.50              |
|                                     |                |                    |                              | <b>\$6,980.00</b>     |
| VALLARTA COLLISION & BODY SHOP INC. | 0729           | 741-8060-431.43-20 | PD VEHICLE REPAIR # 915      | 958.65                |
|                                     |                |                    |                              | <b>\$958.65</b>       |
| VALLEY ALARM                        | 892037         | 111-8020-431.56-41 | ALARM SRVCS 7/2019           | 665.26                |
|                                     | 892037         | 111-8022-419.56-41 | ALARM SRVCS 7/2019           | 665.37                |
|                                     | 895400         | 111-8023-451.43-10 | ALARM INSTALLATION           | 329.00                |
|                                     | 892037         | 111-8023-451.56-41 | ALARM SRVCS 7/2019           | 715.32                |
|                                     |                |                    |                              | <b>\$2,374.95</b>     |
| VERIZON WIRELESS                    | 9835184462     | 111-6010-451.56-41 | PARKS CARD 7/1/19-8/1/19     | 38.01                 |
|                                     | 9835184462     | 111-8010-431.53-10 | PW CELL 7/1/19-8/1/19        | 844.18                |
|                                     | 9835184462     | 681-8030-461.53-10 | PARKS CARD 7/1/19-8/1/19     | 114.03                |
|                                     |                |                    |                              | <b>\$996.22</b>       |
| VULCAN MATERIALS COMPANY            | 72275465       | 111-8010-431.61-21 | PW ASPHALT MIX               | 183.96                |
|                                     |                |                    |                              | <b>\$183.96</b>       |
| WALTERS WHOLESALE ELECTRIC COMPANY  | S113550331.001 | 111-8023-451.43-10 | BASKETBALL COURTS LIGHT POST | 181.23                |
|                                     |                |                    |                              | <b>\$181.23</b>       |
| WEST GOVERNMENT SERVICES            | 840729394      | 111-7030-421.56-41 | INVEST/ONLINE SRV 7/2019     | 648.96                |
|                                     | 840811092      | 111-7030-421.56-41 | PD LIBRARY PLAN CHARGES      | 62.52                 |
|                                     |                |                    |                              | <b>\$711.48</b>       |
| YASMIN CRUZ                         | 73206/73876    | 111-6060-466.33-20 | CONTRACT INSTRUCTOR          | 516.80                |
|                                     | 73229/73878    | 111-6060-466.33-20 | CONTRACT INSTRUCTOR          | 304.00                |
|                                     | 73230/73626    | 111-6060-466.33-20 | CONTRACT INSTRUCTOR          | 456.00                |
|                                     | 73269/73884    | 111-6060-466.33-20 | CONTRACT INSTRUCTOR          | 152.00                |
|                                     |                |                    |                              | <b>\$1,428.80</b>     |
|                                     |                |                    |                              | <b>\$1,261,742.62</b> |



# CITY OF HUNTINGTON PARK

Community Development Department  
City Council Agenda Report

September 3, 2019

Honorable Mayor and Members of the City Council  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

**CONSIDERATION AND APPROVAL OF AN ACTIVITY IN PUBLIC PLACES PERMIT FOR THE GREATER HUNTINGTON PARK AREA CHAMBER OF COMMERCE'S ANNUAL "SABOR DE MEXICO LINDO" DOWNTOWN STREET FESTIVAL (APP 19-02).**

**IT IS RECOMMENDED THAT THE CITY COUNCIL:**

1. Approve an Activity in Public Places Permit request from the Chamber of Commerce to conduct the annual "Sabor de Mexico Lindo" Downtown Street festival along Pacific Boulevard, on October 4 through October 6, 2019;

## **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Pursuant to Huntington Park Municipal Code 5-13.02 City Council approval of an Activity in Public Places Permit (Permit) is required when the request proposes to utilize public property. The Greater Huntington Park Area Chamber of Commerce is requesting the street closure of Pacific Boulevard, between Gage Avenue and Florence Avenue, on October 4 through October 6, 2019 for the annual "Sabor de Mexico Lindo" street festival.

## **FISCAL IMPACT/FINANCING**

The Greater Huntington Park Area Chamber of Commerce (Chamber of Commerce) is responsible for costs incurred by the City related to the street festival. City staff has reviewed the applicable estimated departmental costs with the Chamber prior to the event. The total actual cost will be determined by the City's Finance Department after conclusion of the event. The Chamber will be required to pay the final invoice within 30 days of receiving the invoice.

**CONSIDERATION AND APPROVAL OF AN ACTIVITY IN PUBLIC PLACES PERMIT FOR THE GREATER HUNTINGTON PARK AREA CHAMBER OF COMMERCE'S ANNUAL "SABOR DE MEXICO LINDO" DOWNTOWN STREET FESTIVAL (A19-02).**

September 3, 2019

Page 2 of 3

For this year's event, City staff has reviewed the application and is able to provide, based on Memorandum of Understanding (MOU), the following fees apply for this year's Sabor de Mexico Lindo:

|                                     |                    |
|-------------------------------------|--------------------|
| Police Department                   | \$20,000.00        |
| Public Works Department             | \$ 3,500.00        |
| <b>Total Estimated Cost to City</b> | <b>\$23,500.00</b> |

**FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

• ***Activities in Public Places***

This year, the street festival will take place on Friday, October 4, 2019 from 5:00 p.m. to 11:00 p.m.; Saturday, October 5, 2019 from 11:00 a.m. to 11:00 p.m.; and Sunday, October 6, 2019 from 11:00 a.m. to 10:00 p.m.

Per the Huntington Park Municipal Code, Section 5-13 (Activities in Public Places), the request to use the public street requires City Council Approval. The Police Department, Public Works Department, Engineering Division, Building and Safety Division, Finance Department, Community Development Department and the Office of the City Clerk have reviewed the application to ensure compliance with all applicable federal, state and local regulations.

In addition, as part of the application process, when an event is requested to take place on a street, alley, or if other interruptions of street or sidewalk areas are anticipated, the applicants are required to obtain written consent of at least seventy percent (70%) of the businesses, individuals, or parties impacted by the event. The Chamber has submitted signatures identifying obtained 70.4% of the signatures from business owners, individually (attachment C).

**CONCLUSION**

If City Council approves the Activity in Public Places Permit for the Chamber of Commerce "Sabor de Mexico Lindo" street festival, City staff will meet with the Chamber of Commerce concerning the specifics of the event, including areas of coordination.

Respectfully submitted,

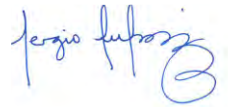


**RICARDO REYES**  
City Manager

**CONSIDERATION AND APPROVAL OF AN ACTIVITY IN PUBLIC PLACES PERMIT  
FOR THE GREATER HUNTINGTON PARK AREA CHAMBER OF COMMERCE'S  
ANNUAL "SABOR DE MEXICO LINDO" DOWNTOWN STREET FESTIVAL (A19-02).**

September 3, 2019

Page 3 of 3



SERGIO INFANZON

Community Development Director

**ATTACHMENT(S)**

- A. Activity in Public Places Permit/Application/Street Festival Layout
- B. Signed Petitions of Supporting Businesses

# ATTACHMENT “A”



**CITY OF HUNTINGTON PARK**  
Community Development Dept. • Planning Division  
6550 Miles Avenue, Huntington Park, CA 90255  
Tel. (323) 584-6210 • planning@hpca.gov

RECEIVED  
JUL 03 2019

## ACTIVITY IN PUBLIC PLACES PERMIT APPLICATION

**FILING FEE:** Minor Events: \$280.00 plus \$10.00 per day;  
Non-Profits - \$95.00 plus \$10.00 per day.  
Major Events: \$1,875.00 plus \$10.00 per day;  
Non-Profits - \$625.00 plus \$10.00 per day.

PERMIT NO. 2019-02

1. **APPLICANT** (If the applicant is an organization or business, also include the name of a contact person):  
The Greater Huntington Park Area Chamber of Commerce  
Leticia Martinez. Executive Director/CEO  
Mailing Address 6725 Seville Ave., Huntington Park, CA 90255  
Phone 1: 323-585-1155 Phone 2: \_\_\_\_\_ email: \_\_\_\_\_  
Huntington Park Business License No: \_\_\_\_\_  
Non-profit organization? Yes ☒ No ☐ If yes, Tax I.D. No? 95-1239700  
Emergency Contact (name and telephone): Leticia Martinez/323-585-1155
2. **ADDRESS / LOCATION OF EVENT/ACTIVITY** (Describe on which portion of the public-right-of-ways the event/activity will take place, i.e. — sidewalk, street alley, etc.):  
Pacific Blvd., Between Florence Ave. to Gage Ave.
3. **DESCRIPTION OF EVENT/ACTIVITY** (Describe purpose of event/activity. Include all activities such as meetings, assembly, parade, procession, or entertainment, etc., if more space is needed please attach a separate sheet of paper):  
Special downtown festival to promote the City of Huntington Park and showcase shopping district. Entertainment stage, retail commercial exhibit booth's, arts &c rafts, food booths, free samplings, amusement rides for all ages.
4. **DATE(S) OF EVENT/ACTIVITY:**  
October 4, 5 and 6, 2019
5. **TIME(S) OF EVENT/ACTIVITY (for each day):**  
Friday: 5:00 p.m.-11:00 p.m./ Saturday 11:00 a.m.-11:00 p.m./ Sunday: 11:00 a.m.-10:00 p.m.
6. **Have you conducted this event/activity in the past twelve (12) months, in this or a neighboring city?**  
Yes ☒ No ☐ If yes, where? Pacific Blvd., Between Gage Ave. -Slauson Ave.  
Date(s) \_\_\_\_\_
7. **Have you requested or obtained a permit from any other city within which the event/activity shall commence, terminate or occur in part?**  
Yes ☐ No ☒ If yes, which city? \_\_\_\_\_
8. **Number of persons expected to attend event/activity?** 50,000
9. **Number and type of vehicles, equipment, and animals that will be used at the event/activity?**  
None



**10. Will there be vendors that will be participating in the event/activity?**

Yes ☒ No ☐ If yes, how many? 30

**11. Do you have insurance for the event/activity?**

Yes ☒ No ☐ If yes, provide information and attach proof: K & K Insurance Group, Inc.

**12. Applicant's authorized representative(s) for management of event/activity.** If more than one, please list on a separate sheet of paper. (Note: Applicant or authorized representative(s) must be present at all times during the event/activity)

Representative's Name: Leticia Martinez

Contact Number: 323-585-1155

Mailing Address: 6725 Seville Ave., Huntington Park, CA 90255

**13. Do you anticipate the involvement of any City officials and/or departments in the event/activity?**

Yes ☒ No ☐ If yes, please describe in detail: If we can have the mayor, vice mayor, and city council members attend and give recognitions to special guest, celebrities honored at the event.

Police Department officials for public safety.

**Please Note:**

- **Submittal of a plan/map showing the location of the event/activity, including pedestrian and/or vehicle circulation is required.**
- **A fully completed application with all required approvals must be submitted to the Community Development Department a minimum of thirty (30) days prior to the date of the event/activity, or a minimum of ninety (90) days prior to the date of the event/activity if City Council approval is required.**

**CERTIFICATE AND AFFIDAVIT OF APPLICANT:** I/We understand and agree to abide by all of the Activity in Public Places Permit regulations of the City of Huntington Park and any other conditions imposed for the event/activity requested. I/We certify that all statements made on this application are true and complete. I/We understand that any false statement may result in denial of the requested permit or revocation of any issued permit.

Leticia Martinez

Applicant's Signature

Date

7/2/19

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

FOR OFFICE USE ONLY - DO NOT WRITE BELOW THIS LINE

Date Submitted: \_\_\_\_\_

Received By: \_\_\_\_\_

Filing Fee: \_\_\_\_\_

Receipt No.: \_\_\_\_\_

City Council Approval Required? No ☐ Yes ☐

If yes, tentative meeting date? \_\_\_\_\_

**Departmental/Division Approvals Required:**

☒ Building and Safety

☒ City Clerk

☒ Engineering

☐ Parks & Recreation

☒ Planning

☒ Police Department

☒ Public Works

☒ Revenue Collections

**Outside Agency Approvals Required:**

☒ L.A. County Fire Dept.

☒ L.A. County Health Dept.

☐ Dept. of Alcoholic Beverage Control (ABC)

ACORD™

## CERTIFICATE OF LIABILITY INSURANCE

PWALLEN

DATE (MM/DD/YYYY)  
6/20/19

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

|          |                                                                                         |                               |                                          |
|----------|-----------------------------------------------------------------------------------------|-------------------------------|------------------------------------------|
| PRODUCER | K & K Insurance Group, Inc.<br>P.O. Box 2338<br>Fort Wayne, In 46801                    | CONTACT NAME:                 | LEISURE                                  |
|          |                                                                                         | PHONE (A/C, No. Ext):         | 800-553-8368 FAX (A/C, No): 260-459-5624 |
|          |                                                                                         | E-MAIL ADDRESS:               | KK.EVENTSATTRACTIONS@KANDKINSURANCE.COM  |
|          |                                                                                         | INSURER(S) AFFORDING COVERAGE | NAIC #                                   |
| INSURED  | HUNTINGTON PARK CHAMBER OF COMMERCE<br>6725 SEVILLE AVENUE<br>HUNTINGTON PARK, CA 90255 | INSURER A:                    |                                          |
|          |                                                                                         | INSURER B:                    |                                          |
|          |                                                                                         | INSURER C:                    |                                          |
|          |                                                                                         | INSURER D:                    |                                          |
|          |                                                                                         | INSURER E:                    |                                          |
|          |                                                                                         | INSURER F:                    |                                          |

## COVERAGES

CERTIFICATE NUMBER:

1979987

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. NC=NOT COVERED

| INSR LTR | TYPE OF INSURANCE                                                                                                                                                                                                                                                                       | ADDL INSD                       | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                                                                                                 |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|----------|---------------|-------------------------|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A        | COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br>Owners & Contractors<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC<br>OTHER: |                                 |          |               | 12:01AM<br>0/00/00      | 0/00/00                 | EACH OCCURRENCE<br>DAMAGE TO RENTED PREMISES (Ea occurrence)<br>MED EXP (Any one person)<br>PERSONAL & ADV INJURY<br>GENERAL AGGREGATE<br>PRODUCTS-COMP/OP AGG<br>Part Lgl Liab<br>COMBINED SINGLE LIMIT (Ea Accident)<br>BODILY INJURY (Per person)<br>BODILY INJURY (Per accident)<br>PROPERTY DAMAGE (Per accident) |
|          | AUTOMOBILE LIABILITY<br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS<br><input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY                        |                                 |          |               |                         |                         |                                                                                                                                                                                                                                                                                                                        |
|          | UMBRELLA LIAB <input type="checkbox"/> OCCUR<br>EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE<br>DED <input type="checkbox"/> RETENTION                                                                                                                                              |                                 |          |               |                         |                         | EACH OCCURRENCE<br>AGGREGATE                                                                                                                                                                                                                                                                                           |
|          | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?<br>(Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                                               | Y/N<br><input type="checkbox"/> | N/A      |               |                         |                         | PER-STATUE<br>OTHER<br>E.L. EACH ACCIDENT<br>E.L. DISEASE - EA EMPLOYEE<br>E.L. DISEASE - POLICY LIMIT                                                                                                                                                                                                                 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

EVENT: SABOR DEL MEXICO LINDO-OCTOBER 10/03-10/07/2019, PACIFIC BLVD.

\*\*SEE ATTACHED ADDENDUM FOR ADDITIONAL INSURED INFORMATION\*\*

## CERTIFICATE HOLDER

## CANCELLATION

CITY OF HUNTINGTON PARK  
6550 MILES AVENUE  
HUNTINGTON PARK, CA 90255

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS

AUTHORIZED REPRESENTATIVE

*Scott Furbush*



## INSURANCE BINDER

JUL 03 2019

DATE (MM/DD/YYYY)

06/19/19

THIS BINDER IS A TEMPORARY INSURANCE CONTRACT, SUBJECT TO THE CONDITIONS SHOWN ON PAGE 2 OF THIS FORM.

|                                                                                                                                  |  |                                                                                                                                                                                                                                     |  |                                      |
|----------------------------------------------------------------------------------------------------------------------------------|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--------------------------------------|
| <b>AGENCY</b><br>K&K INSURANCE GROUP INC<br>1712 MAGNAVOX WAY<br>P.O. BOX 2338<br>FORT WAYNE IN 46801 2338                       |  | <b>COMPANY</b> 6B NATIONWIDE MUTUAL<br><b>INSURANCE COMPANY</b>                                                                                                                                                                     |  | <b>BINDER #</b><br>FWC00000030756600 |
| <b>PHONE</b><br>(A/C No.)                                                                                                        |  | <b>FAX</b><br>(A/C No.)                                                                                                                                                                                                             |  |                                      |
| <b>CODE:</b>                                                                                                                     |  | <b>SUB CODE:</b>                                                                                                                                                                                                                    |  |                                      |
| <b>AGENCY CUSTOMER ID:</b>                                                                                                       |  |                                                                                                                                                                                                                                     |  |                                      |
| <b>INSURED AND MAILING ADDRESS</b><br>HUNTINGTON PARK CHAMBER OF COMMERCE<br>6725 SEVILLE AVENUE<br><br>HUNTINGTON PARK CA 90255 |  | <b>THIS BINDER IS ISSUED TO EXTEND COVERAGE IN THE ABOVE NAMED COMPANY</b><br><input type="checkbox"/> <b>PER EXPIRING POLICY#:</b><br><b>DESCRIPTION OF OPERATIONS / VEHICLES / PROPERTY (Including Location)</b><br>SPECIAL EVENT |  |                                      |

| COVERAGES                                                                                                                                                                                                                                                                  |                                                                                   | LIMITS                                                                                                                                                                   |         |                                                                          |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------------------------------------------------------------|
| TYPE OF INSURANCE                                                                                                                                                                                                                                                          | COVERAGE / FORMS                                                                  | DEDUCTIBLE                                                                                                                                                               | COINS % | AMOUNT                                                                   |
| <b>PROPERTY</b><br>CAUSES OF LOSS<br><input type="checkbox"/> BASIC <input type="checkbox"/> BROAD <input type="checkbox"/> SPEC                                                                                                                                           |                                                                                   |                                                                                                                                                                          |         |                                                                          |
| <b>GENERAL LIABILITY</b><br><input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR<br>RETRO DATE FOR CLAIMS MADE:                                                              |                                                                                   | EACH OCCURRENCE<br>DAMAGE TO RENTED PREMISES<br>MED EXP (Any one person)<br>PERSONAL & ADV INJURY<br>GENERAL AGGREGATE<br>PRODUCTS - COMP/OP AGG                         |         | \$ 2000000<br>\$ 1000000<br>\$<br>\$ 2000000<br>\$ 5000000<br>\$ 5000000 |
| <b>VEHICLE LIABILITY</b><br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY<br><input type="checkbox"/> SCHEDULED AUTOS<br><input checked="" type="checkbox"/> HIRED AUTOS ONLY<br><input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY |                                                                                   | COMBINED SINGLE LIMIT<br>BODILY INJURY (Per person)<br>BODILY INJURY (Per accident)<br>PROPERTY DAMAGE<br>MEDICAL PAYMENTS<br>PERSONAL INJURY PROT<br>UNINSURED MOTORIST |         | \$<br>\$<br>\$<br>\$<br>\$<br>\$<br>\$                                   |
| <b>VEHICLE PHYSICAL DAMAGE</b> DED<br><input type="checkbox"/> COLLISION:<br><input type="checkbox"/> OTHER THAN COL:                                                                                                                                                      | <input type="checkbox"/> ALL VEHICLES <input type="checkbox"/> SCHEDULED VEHICLES | ACTUAL CASH VALUE<br>STATED AMOUNT                                                                                                                                       |         | \$<br>\$                                                                 |
| <b>GARAGE LIABILITY</b><br><input type="checkbox"/> ANY AUTO                                                                                                                                                                                                               |                                                                                   | AUTO ONLY - EA ACCIDENT<br>OTHER THAN AUTO ONLY:<br>EACH ACCIDENT<br>AGGREGATE                                                                                           |         | \$<br>\$<br>\$<br>\$                                                     |
| <b>EXCESS LIABILITY</b><br><input type="checkbox"/> UMBRELLA FORM<br><input type="checkbox"/> OTHER THAN UMBRELLA FORM<br>RETRO DATE FOR CLAIMS MADE:                                                                                                                      |                                                                                   | EACH OCCURRENCE<br>AGGREGATE<br>SELF-INSURED RETENTION<br>PER STATUTE                                                                                                    |         | \$<br>\$<br>\$<br>\$                                                     |
| <b>WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY</b>                                                                                                                                                                                                                      |                                                                                   | E.L. EACH ACCIDENT<br>E.L. DISEASE - EA EMPLOYEE<br>E.L. DISEASE - POLICY LIMIT                                                                                          |         | \$<br>\$<br>\$                                                           |
| <b>SPECIAL CONDITIONS / OTHER COVERAGES</b>                                                                                                                                                                                                                                |                                                                                   | FEES<br>TAXES<br>ESTIMATED TOTAL PREMIUM                                                                                                                                 |         | \$<br>\$<br>\$                                                           |

NAME &amp; ADDRESS

|                                             |  |            |           |
|---------------------------------------------|--|------------|-----------|
| ADDITIONAL INSURED<br>LENDER'S LOSS PAYABLE |  | LOSS PAYEE | MORTGAGEE |
| LOAN #                                      |  |            |           |
| AUTHORIZED REPRESENTATIVE<br>               |  |            |           |

RECEIVED  
JUL 03 2019

AGENCY CUSTOMER ID: \_\_\_\_\_

LOC # \_\_\_\_\_

CERTIFICATE: 1979987 DATE ISSUED: 6/20/19

ACORD™

## ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

|                                       |           |                                                                                                          |
|---------------------------------------|-----------|----------------------------------------------------------------------------------------------------------|
| AGENCY<br>K & K INSURANCE GROUP, INC. |           | NAMED INSURED<br>HUNTINGTON PARK CHAMBER OF COMMERCE<br>6725 SEVILLE AVENUE<br>HUNTINGTON PARK, CA 90255 |
| POLICY NUMBER<br>GL                   |           |                                                                                                          |
| CARRIER<br>SEE ACORD 25               | NAIC CODE | EFFECTIVE DATE: SEE ACORD 25                                                                             |

### ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: ACORD 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

THE CITY OF HUNTINGTON PARK, ITS OFFICERS, OFFICIALS, EMPLOYEES, AND VOLUNTEERS ARE ALL ADDED AS ADDITIONAL INSURED, BUT ONLY FOR THE LIABILITY CAUSED IN WHOLE, OR IN PART BY THE ACTS OR OMISSIONS OF THE NAMED INSURED PER FORM CG2012.

RE: SABOR DE MEXICO LINDO DOWNTOWN FESTIVAL  
LOC: PACIFIC BLVD. (DOWNTOWN HUNTINGTON PARK AREA'S)  
DATES: 10/03-07/2019

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The Greater  
Huntington Park Area  
CHAMBER OF COMMERCE

*Presents*

27th Anniversary



Oct. 4, 5 and 6, 2019

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RECEIVED  
JUL 03 2019

The Greater  
Huntington Park Area  
CHAMBER OF COMMERCE

Presents



Oct. 4, 5 and 6, 2019

Portable

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The Greater  
Huntington Park Area  
CHAMBER OF COMMERCE

*Presents*

27th Anniversary



Oct. 4, 5 and 6, 2019

RECEIVED  
JUL 03 2019

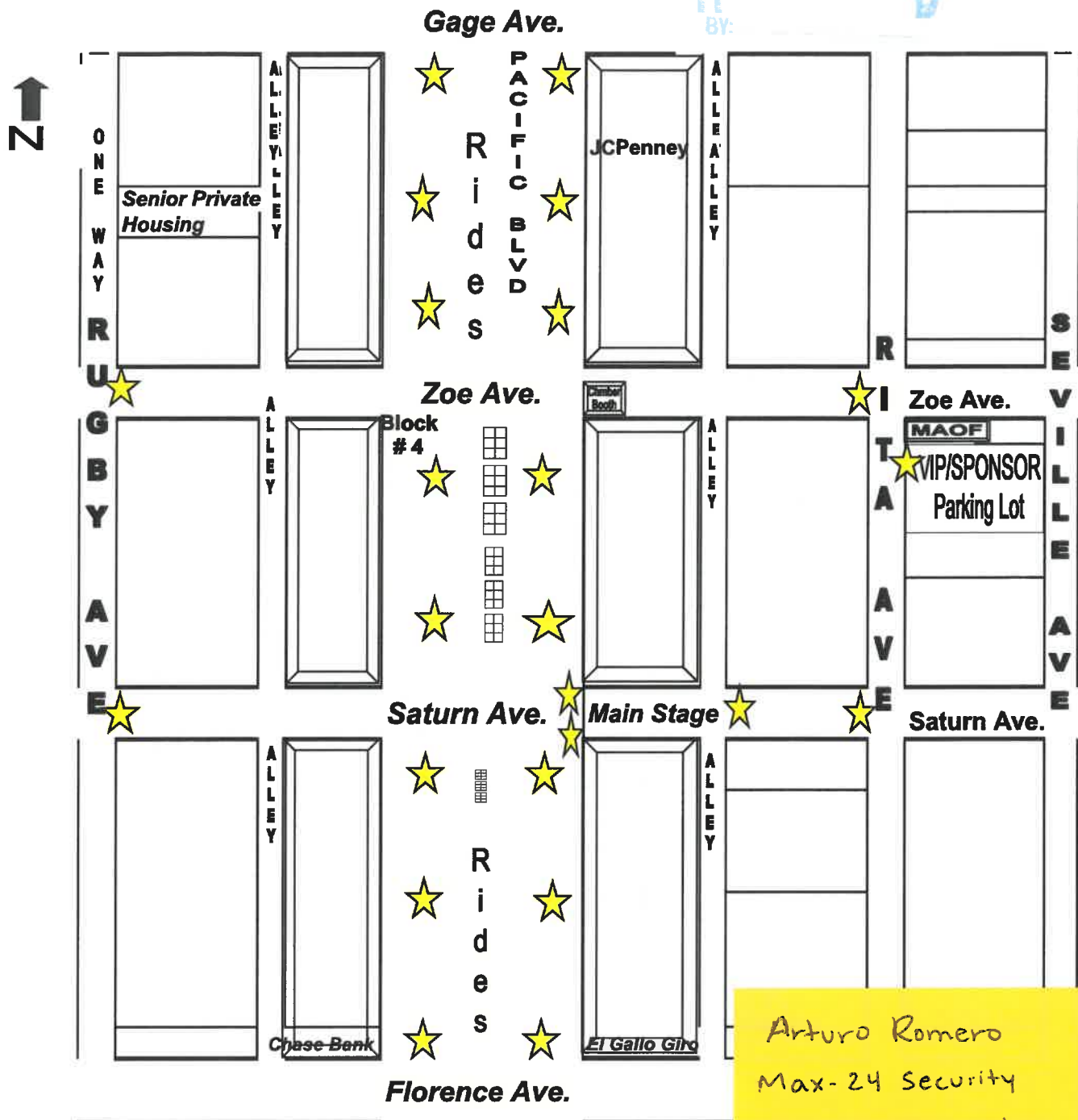


"SABOR DE MEXICO LINDO DOWNTOWN FESTIVAL"

**SECURITY MAP - 2019**



JUL 03 2019



Arturo Romero  
Max-24 Security  
2719 S. Vermont Ave., suite 202  
Los Angeles, CA 90007

RECEIVED  
JUL 03 2019



































# SABOR DE MEXICO LINDO DOWNTOWN FESTIVAL

## GENERAL NOTES:

1. ALL SIGNS, DELINEATORS, BARRICADES, AND OTHER TRAFFIC CONTROL DEVICES AND THEIR INSTALLATION SHALL CONFORM TO THE CURRENT EDITION OF THE CALIFORNIA MUTCD.
2. POST NO PARKING SIGNS A MINIMUM OF 72 HOURS IN ADVANCE.
3. ALL DRIVEWAYS SHALL BE ACCESSIBLE AT ALL TIMES. IF A DRIVEWAY MUST BE CLOSED IT IS THE RESPONSIBILITY OF THE EVENT COORDINATOR TO COORDINATE CLOSURE WITH AFFECTED PROPERTY OWNERS.
4. THE EVENT COORDINATOR SHALL BE RESPONSIBLE FOR NOTIFYING RESIDENTS AND SHOP OWNERS IMPACTED BY THIS EVENT.
5. ANY PORTION OF THE ROADWAY THAT IS NOT NECESSARY FOR THE TEMPORARY TRAFFIC CONTROL SHALL BE IMMEDIATELY OPENED FOR PUBLIC USE.
6. LOCAL AND EMERGENCY ACCESS SHALL BE MAINTAINED AT ALL TIMES.
7. THE EVENT COORDINATOR SHALL NOTIFY ALL LOCAL FIRE, POLICE, AND TRANSIT SERVICES AT LEAST FIVE WORKING DAYS PRIOR TO EVENT.
8. THE PHYSICAL DIMENSIONS FOR ALL TRAFFIC CONTROL SIGNS USED IN THIS TEMPORARY TRAFFIC CONTROL INSTALLATION SHALL MEET OR EXCEED THOSE DIMENSIONS SHOWN AS STANDARD IN THE CALIFORNIA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, LATEST EDITION.






## EVENT NOTES:

1. POST TEMPORARY "NO PARKING" IN ACCORDANCE WITH EVENT SCHEDULE & OPERATING HOURS
2. EVENT COORDINATOR SHALL COORDINATE WITH MTA AT (213)922-4632 FOR TEMPORARY CLOSURE AND/OR RELOCATION OF BUS STOP
3. EVENT COORDINATOR SHALL COORDINATE WITH ALL TRANSIT SERVICES FOR TEMPORARY CLOSURE AND/OR RELOCATION OF BUS STOP LOCATED WITHIN CLOSURE

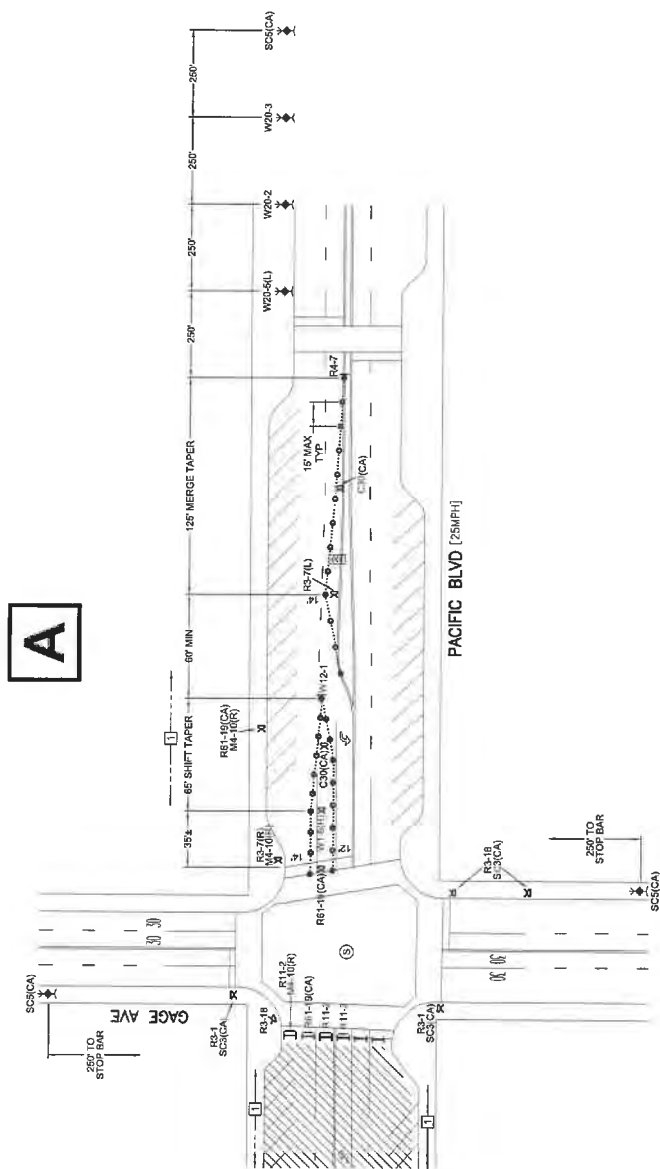
|                                                                                       |          |                                                                                       |          |                                                                                       |            |                                                                                       |         |                                                                                       |          |                                                                                       |         |                                                                                       |          |                                                                                       |         |
|---------------------------------------------------------------------------------------|----------|---------------------------------------------------------------------------------------|----------|---------------------------------------------------------------------------------------|------------|---------------------------------------------------------------------------------------|---------|---------------------------------------------------------------------------------------|----------|---------------------------------------------------------------------------------------|---------|---------------------------------------------------------------------------------------|----------|---------------------------------------------------------------------------------------|---------|
|    | SC3(CA)  |    | W20-2    |    | W20-3      |   | W1-6(L) |  | W1-4(L)  |  | R2-1    |  | SC3(CA)  |  | R3-7(R) |
|   | W20-4(R) |   | C30(CA)  |  | R11-4      |  | W1-4(L) |  | W1-4(L)  |  | R4-7    |  | M4-10(L) |  | R3-7(L) |
|  | R11-2    |   | W20-5(L) |  | W20-3      |  | R3-2    |   | W20-4(R) |  | R4-7    |  | M4-10(R) |  | R3-7(R) |
|  | R3-5(R)  |  | R3-5(L)  |  | R61-19(CA) |  | W12-1   |  | R3-5(L)  |  | R3-5(R) |  | R3-5(L)  |  | R3-5(R) |

## DETOUR PLAN



|                                                                                       |                      |                                                                                     |                    |                                                                                                                                                                           |                    |                                                                                     |                        |                                                                                     |                      |
|---------------------------------------------------------------------------------------|----------------------|-------------------------------------------------------------------------------------|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|-------------------------------------------------------------------------------------|------------------------|-------------------------------------------------------------------------------------|----------------------|
|  | FLASHING ARROW BOARD |  | EVENT AREA/CLOSURE |                                                                                        | EVENT STAFF/T.C.O. |  | DELINEATION CENTERLINE |  | TRAFFIC CONTROL SIGN |
| COMPANY/CUSTOMER:<br>CITY OF HUNTINGTON PARK                                          |                      | W/O & DATE:<br>45879-1 7/9/19                                                       |                    | PLANS PREPARED BY:<br>RIGHT OF WAY, INC.<br>150 EAST ARROW HWY<br>SAN DIMAS, CA 91773<br>P 626.930.9292<br>F 626.930.9220<br>C-31 NO. 792675<br>www.rowtrafficcontrol.com |                    |                                                                                     |                        |                                                                                     |                      |
| PROJECT NAME/ADDRESS:<br>SABOR DE MEXICO LINDO DOWNTOWN FESTIVAL 2019                 |                      | DATE AND TIME OF PROJECT:<br>10/4/19 - 10/6/19 PER THE PERMIT                       |                    |                                                                                                                                                                           |                    |                                                                                     |                        |                                                                                     |                      |
| PREPARED BY:<br>ROBERT M                                                              |                      | SCALE:<br>N.T.S.                                                                    |                    | SHEET NUMBER:<br>1 OF 3                                                                                                                                                   |                    |                                                                                     |                        |                                                                                     |                      |





|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                       |                                                                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|
|  HIGH LEVEL WARNING DEVICE<br> TYPE-II BARRICADE W/ SIGN<br> TYPE-III BARRICADE W/ SIGN<br> TRAFFIC CONE/DELINEATOR<br> DELINEATION-MOUNTED SIGN |  FLASHING ARROW BOARD<br> EVENT AREA/CLOSURE<br> EVENT START/T.C.O.<br> DELINEATION CENTERLINE<br> TRAFFIC CONTROL SIGN | COMPANY/CUSTOMER:<br>CITY OF HUNTINGTON PARK<br>PROJECT NAME/ADDRESS:<br>SABOR DE MEXICO LINDO DOWNTOWN FESTIVAL 2019<br>DATE AND TIME OF PROJECT:<br>10/4/19 - 10/6/19 - PER THE PERMIT<br>PREPARED BY:<br>ROBERT M. | W/O & DATE:<br>45879-2 7/9/19<br>SCALE:<br>N.T.S.<br>SHEET NUMBER:<br>2 OF 3 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|

PLANS PREPARED BY:  
**RIGHT OF WAY, INC.**  
150 EAST ARROW HWY  
SAN DIMAS, CA 91773  
P 626.930.9292  
F 626.930.9220  
C-31 NO. 792675  
[www.rowtrafficcontrol.com](http://www.rowtrafficcontrol.com)



**Right of Way**



|   |                            |      |                       |                                              |         |        |                           |
|---|----------------------------|------|-----------------------|----------------------------------------------|---------|--------|---------------------------|
| 1 | HIGH LEVEL WARNING DEVICE  | 1031 | FLASHING ARROW BOARD  | COMPANY/CUSTOMER:                            | W/O #   | DATE:  | PLANS PREPARED BY:        |
| 2 | TYPE-II BARRICADE W/ SIGN  | 1032 | EVENT AREA/CLOSURE    | CITY OF HUNTINGTON PARK                      | 45879-3 | 7/9/18 | RIGHT OF WAY, INC.        |
| 3 | TYPE-III BARRICADE W/ SIGN | 1033 | EVENT STAFF/T.C.O.    | PROJECT NAME/ADDRESS:                        |         |        | 150 EAST ARROW HWY        |
| 4 | TRAFFIC CONE/DELINATOR     | 1034 | DELINATION CENTERLINE | SABOR DE MEXICO LINDO DOWNTOWN FESTIVAL 2019 |         |        | SAN DIMAS, CA 91773       |
| 5 | DELINATION-MOUNTED SIGN    | 1035 | DELINATION CENTERLINE | DATE AND TIME OF PROJECT:                    |         |        | P 628.930.9292            |
|   |                            |      |                       | 10/4/19 - 10/6/19                            |         |        | F 628.930.9220            |
|   |                            |      |                       | PER THE PERMIT                               |         |        | C-31 NO. 762675           |
|   |                            |      |                       | SHEET NUMBER:                                |         |        | WWW.ROWTRAFFICCONTROL.COM |
|   |                            |      |                       | PREPARED BY:                                 |         |        |                           |
|   |                            |      |                       | ROBERT M.                                    |         |        |                           |
|   |                            |      |                       | N.T.S.                                       |         |        |                           |
|   |                            |      |                       | 3 OF 3                                       |         |        |                           |

## ATTACHMENT “B”





**CITY OF HUNTINGTON PARK**  
Community Development Dept. • Planning Division  
6550 Miles Avenue, Huntington Park, CA 90255  
Tel. (323) 584-6210 • planning@hpca.gov

# STREET CLOSURE AUTHORIZATION FORM

## FOR OFFICE USE ONLY

Date Filed: \_\_\_\_\_ SEP No.: \_\_\_\_\_ Fee/Receipt No.: \_\_\_\_\_ Initials: \_\_\_\_\_

Special Event Name: Sabor de Mexico Linda Downtown Festival

Special Event Applicant: Huntington Park Chamber of Commerce

Location: Gage Ave. - Florence Ave.

Date of Closure/ Blockage: Oct. 4, 5, 6, 2019

Time: \_\_\_\_\_

(Note: Signatures are required of all merchants adjacent to street closure or use of the street/sidewalk during the event. At least 70% of affected merchant address signatures are required.)

**By signing this form, merchants do not object to street closure**

| Name/Business                                | Signature          | Address                     | Date       |
|----------------------------------------------|--------------------|-----------------------------|------------|
| SC Pakar                                     | <i>Amigra</i>      | 7007 Pacific Blv            | 6-27-19    |
| ANGELICA                                     |                    | 7017 Pacific Blvd           | 6/27/19    |
| LADARISUNA                                   | <i>[Signature]</i> | 7023 Pacific Blvd           | 6/27/19    |
| CWZ                                          | <i>[Signature]</i> | 7027 Pacific Blvd           | 6/27/19    |
| Jose Chaves                                  | Jose chavez        | 7031 Pacific Blvd           | 6/27/19    |
| Martha.                                      | Martha.            | 7031 Pacific                | 6/27/19    |
| Chela Hernandez                              | <i>[Signature]</i> | 7031 Pacific                | 6/27/19    |
| E.g. Soda Shoes                              | <i>[Signature]</i> | 7103 Pacific                | 6/27/19    |
| El Frullo Gm                                 | <i>[Signature]</i> | 7140 Pacific Blvd           | 7/1/19     |
| Citibank                                     | <i>[Signature]</i> | 7140 Pacific Blvd           | 7/1/19     |
| Law Office of Manuel E. Solis                | <i>[Signature]</i> | 7128 Pacific Blvd           | 07/01/19   |
| Law Office of Jonathan R. Rodriguez Services | <i>[Signature]</i> | 7136 Pacific Blvd           | 7-1-19     |
| Linda McCleary                               | <i>McCleary</i>    | 7136 Pacific Blvd Suite 110 | 07/01/2019 |
| Rumi K. Latha                                | <i>[Signature]</i> | 7136 Pacific Blvd Suite 110 | 7-1-19     |
| Mariana Perez                                | <i>[Signature]</i> | 7136 Pacific Blvd 240       | 7/1/19     |
| L/O Gordon & Gordon                          | <i>[Signature]</i> | 7136 Pacific Blvd #235      | 07/01/2019 |
| Rita Medical                                 | <i>[Signature]</i> | 7126 Pacific Blvd # B       | 7/01/2019  |
| Cricket Wireless                             | <i>[Signature]</i> | 7130 Pacific Blvd           | 07/01/2019 |
| Bepemce Revita                               | <i>[Signature]</i> | 7130A Pacific Blvd          | 07/01/2019 |
| Alexandra Villasenor                         | <i>[Signature]</i> | 7100 Pacific Ave            | 07/07/2019 |
| M. Raragon                                   | <i>[Signature]</i> | 7022 Pacific Blvd           | 7/1/19     |
| La Chantelle                                 | <i>[Signature]</i> | 7111 Pacific Blvd           | 7/1/19     |
| Maxia Torano                                 | Maxia Torano       | 7115 Pacific Blvd           | 07/01/19   |
| Pacific Professional Income Tax              | <i>[Signature]</i> | 7117 Pacific Blvd Suite C   | 7/1/19     |

Huntington Park, CA 90255





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Special Event Applicant: Huntington Park Chamber of Commerce

Location: Gage Ave - Florence Ave

Date of Closure/ Blockage: Oct. 4, 5, 6, 2019

Time: \_\_\_\_\_

(Note: Signatures are required of all merchants adjacent to street closure or use of the street/sidewalk during the event. At least 70% of affected merchant address signatures are required.)

**By signing this form, merchants do not object to street closure**

| Name/Business      | Signature   | Address              | Date    |
|--------------------|-------------|----------------------|---------|
| AT&T               | [Signature] | 6402 B Pacific       | 5/20/19 |
| Total Wireless     | [Signature] | 6408 Pacific         | 5/20/19 |
| Walmart            | [Signature] | 6420 S. Pacific Blvd | 5/20/19 |
| Boost Mobile       | [Signature] | 6424 Pacific Blvd    | 5/20/19 |
| MetroPCS           | [Signature] | 6430 Pacific Blvd    | 5/20/19 |
| Bella Furniture    | [Signature] | 6434 - Pacific Ave   | 5/20/19 |
| Stephanie's Bridal | [Signature] | 6438 Pacific         | 5/20-19 |
| USA ELECTRONIC     | [Signature] | 6442 Pacific         | 5/20-19 |
| Tacos Mexico       | [Signature] | 6506 PACIFIC         | 5-20-19 |
| Caesars Medical    | [Signature] | 6508 Pacific         | 5-20-19 |
| Julia Hernandez    | [Signature] | 6512 Pacific         | 5/20/19 |
| JUSIST POS         | [Signature] | 6518 pacif           | 5/20/19 |
| Pazar Pro.         | [Signature] | 6526 1/2 pacif.      | 5-20-19 |
| Gerardo Vega       | [Signature] | 6538. B pacif.       | 5-20-19 |
| Amica Vagos        | [Signature] | 6526 Suite Pacific   | 5-20-19 |
| National GSM       | [Signature] | 6530 Pacific         | 5-20-19 |
| TACOS AL VAPOR     | [Signature] | 6534 Pacific         | 5-20-19 |
| Corner Kitchen     | [Signature] | 6540 Pacific         | 5-20-19 |
| La Esquina Mexa    | [Signature] | 6545 Pacific blvd    | 5-20-19 |
| La Parisina        | [Signature] | 6543 Pacific blv.    | 5/20/19 |
| EL PRIMO           | [Signature] | 6541- PACIFIC BL     | 5-20-19 |
| LEXIS              | [Signature] | 6539 PACIFIC         | 5-20-19 |
| Huntington Craft   | [Signature] | 6535 Pacific         | 5-20-19 |
| BABY HUT           | [Signature] | 6533 PACIFIC         | 5/20/19 |
| 3 Hermanos         | [Signature] | 6527 Pacific         | 5/20/19 |





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JUL 03 2019

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| Name/Business        | Signature       | Address            | Date       |
|----------------------|-----------------|--------------------|------------|
| Andrea USA Dist.     | [Signature]     | 6523 Pacific Blvd. | 06/06/2019 |
| Tmobile              | [Signature]     | 6511 Pacific Blvd  | 06/06/2019 |
| Angelica Tigg        | [Signature]     | 6509 Pacific Blvd  | 06/06/2019 |
| Chic Wear Fashion    | [Signature]     | 6503 Pacific Blvd  | 06/06/2019 |
| Chic Wear Fashion    | [Signature]     | 6501 Pacific Blvd  | 06/06/19   |
| Sprint               | [Signature]     | 6421 Pacific Blvd  | 06-06-19   |
| 3 Amigos             | [Signature]     | 6417 Pacific Blvd  | 06-06-19   |
| Oseidas Supplies     | [Signature]     | 6415 Pacific Blvd  | 6-6-19     |
| Cricket              | [Signature]     | 6409 Pacific Blvd  | 06-06-19   |
| BEST BUY ELECT.      | [Signature]     | 6401 Pacific Blvd  | 06/06/19   |
| BLUE BANANA          | MAGDALENA Lopez | 6407 PACIFIC-BLVD. | 06/06/19   |
| Bank of America      | [Signature]     | 6601 Pacific Blvd  | 06/6/19    |
| CASANOVA             | [Signature]     | 6611 Pacific Blvd  | 6-6-19     |
| Mi Bella Collection  | [Signature]     | 6615 Pacific Blvd  | 6-6-19     |
| Lovestone            | [Signature]     | 6617 Pacific Blvd  | 6/06/19    |
| Hot Steals           | [Signature]     | 6707 Pacific Blvd  | 6/06/19    |
| Satisfaction Munch   | [Signature]     | 6709 Pacific Blvd  | 06/06/19   |
| El Porteno Family    | [Signature]     | 6801 Pacific       | 06/06/19   |
| El Porteno #2        | [Signature]     | 6839 Pacific       | 06/06/19   |
| Mis TV               | [Signature]     | 6501 Pacific       | 06/06/19   |
| Mis TV #             | [Signature]     | 6715 Pacific       | 06/06/19   |
| Shikh shoes          | [Signature]     | 6805 Pacific       | 06/06/19   |
| Metro by Tmobile     | [Signature]     | 6809 Pacific Blvd  | 06/06/19   |
| Tutti Frutti         | [Signature]     | 6811 Pacific Blvd  | 06/06/19   |
| Villa Lobos footwear | [Signature]     | 6815 Pacific Blvd  | 6/6/2019   |





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# STREET CLOSURE AUTHORIZATION FORM

JUL 03 2019

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| Name/Business                 | Signature   | Address               | Date     |
|-------------------------------|-------------|-----------------------|----------|
| Pacific Sports Wear           | [Signature] | 6819 Pacific Blvd     | 06-06-19 |
| Pacific Art & Gift            | [Signature] | 6833 Pacific Blvd     | 6-6-19   |
| ARAGON Pizzeria               | [Signature] | 6828 Pacific Blvd     | 6-6-19   |
| La Michoacana                 | [Signature] | 6822 Pacific Blvd     | 06-06-19 |
| Marlene Daniels Jewelers      | [Signature] | 6808 Pacific Blvd     | 6/6/19   |
| East Los Champs               | [Signature] | 6808 A Pacific Blvd   | 06/6/19  |
| Invitaciones Fabel            | [Signature] | 6606 Pacific Blvd     | 6/6/19   |
| Luna Bahia                    | [Signature] | 6606 Pacific Blvd     | 6/6/19   |
| Paulina Estrada               | [Signature] | 6606 Pacific Blvd     | 6/6/19   |
| Deici Alvarado                | [Signature] | 6606 Pacific Blvd     | 6/6/19   |
| Diversion Safety Program Inc. | [Signature] | 6606 Pacific Blvd     | 6-6-19   |
| Marina College Health         | [Signature] | 6606 Pacific Blvd     | 6/6/19   |
| Tierra Misa Coffee            | [Signature] | 6706 Pacific Blvd     | 6/6/19   |
| D Wiretel Club                | [Signature] | 6726 Pacific Blvd     | 06-06-19 |
| D Wiretelers                  | [Signature] | 6732 Pacific Blvd     | 6/6/19   |
| Foot Lockery                  | [Signature] | 6901 Pacific Blvd     | 6/27/19  |
| Angelica Nieves               | [Signature] | 6901 Pacific Blvd     | 6/27/19  |
| Porfiria Morales              | [Signature] | 6901 Pacific Blvd     | 6/27/19  |
| Marcia natural product        | [Signature] | 6901 Pacific Blvd     | 6/27/19  |
| Computer Repair & Imprints    | [Signature] | 6901 Pacific Blvd #13 | 6/27/19  |
| Manuela R                     | [Signature] | 6901 Pacific Blvd     | 6/27/19  |
| Dora Alteracion               | [Signature] | 6901 Pacific Blvd     | 6/27/19  |
| Sonia Moran                   | [Signature] | 6901 Pacific Blvd     | 6/27/19  |
| Corporacion TCH/TH            | [Signature] | 6913 Pacific          | 6/27/19  |
| Luis Sanchez                  | [Signature] | 6921 Pacific Blvd     | 6/27/19  |





# STREET CLOSURE HORIZATION FORM

Date Filed: \_\_\_\_\_ SEP No.: \_\_\_\_\_ Fee/Receipt No.: \_\_\_\_\_ Initials: \_\_\_\_\_

Date of Closure/ Blockage: Oct. 4, 5, 6, 2019 Time:

***By signing this form, merchants do not object to street closure***

[illegible]



# CITY OF HUNTINGTON PARK

Community Development Department  
City Council Agenda Report

September 3, 2019

Honorable Mayor and Members of the City Council  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

**CONSIDERATION AND APPROVAL OF A RESOLUTION AUTHORIZING THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY (LACDA) TO ISSUE BONDS OR NOTES IN AN AMOUNT NOT TO EXCEED \$15,000,000 AND MAKE/OR ACQUIRE MORTGAGE LOANS TO FINANCE THE DEVELOPMENT OF A MULTIFAMILY RENTAL HOUSING PROJECT IN THE CITY OF HUNTINGTON PARK, CALIFORNIA**

**IT IS RECOMMENDED THAT THE CITY COUNCIL:**

1. Adopt Resolution No. 2019-23, Authorizing the Los Angeles County Development Authority to issue bonds or notes in an amount not to exceed \$15,000,000 to finance the development of a multifamily rental housing project; and
2. Authorize City Manager to execute the interlocal cooperation agreement between the City of Huntington Park and the County of Los Angeles.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Casa Bonita Senior Apartments is an existing 80-unit senior multi-family development located at 6512 Rugby Avenue in the city of Huntington Park. The property is owned by RASA, LP with Western Community Housing LC as the managing general partner. The property was built in 2002 and consists of 80 units, 64-1BD, 15- 2BD and 1 manager unit. All the units are restricted to 50% of AMI.

Casa Bonita is currently working with the Los Angeles County Development Authority ("LACDA") to make a significant investment in the City Huntington Park by working on a rehabilitation of the Casa Bonita Senior Apartments. The goal is to rehabilitate the property and preserve the affordability for the long term by modernizing the building and improving the quality of life for low-income seniors. Plans include incorporating many new green elements to reduce both energy and water consumption including new HVAC Systems, replacement and upgrade of light fixtures, and landscaping with an upgraded irrigation system, new energy efficient appliances and fixtures.

**CONSIDERATION AND APPROVAL OF A RESOLUTION AUTHORIZING THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY (LACDA) TO ISSUE BONDS OR NOTES IN AN AMOUNT NOT TO EXCEED \$15,000,000 AND MAKE/OR ACQUIRE MORTGAGE LOANS TO FINANCE THE DEVELOPMENT OF A MULTIFAMILY RENTAL HOUSING PROJECT IN THE CITY OF HUNTINGTON PARK, CALIFORNIA**

September 3, 2019

Page 2 of 3

As part of the rehabilitation and financing process, Casa Bonita is working with the Los Angeles Community Development Authority (LACDA) as their issuer to submit a bond application to the California Department Limit Allocation Committee ("CDLAC") in October 2019. CDLAC will then have a bond hearing allocation meeting in December 2019. In order for LACDA to serve as the issuer, the City will need to issue a Resolution authorizing LACDA to issue the bonds and sign an inter-local cooperation agreement.

The subject is a 5-story midrise building with 19 secured on-site parking spaces. The site also includes 12 "tuck-under" parking spaces and a parking lot located on the southern portion of the site. The existing partnership owns the structure however, there is an existing easement giving the City the access rights.

**FISCAL IMPACT/FINANCING**

Under the proposed agreement, the Bonds to be issued by the Housing Authority of the County of Los Angeles for the Project will be the sole responsibility of the Borrower, and the City will have no financial, legal, or moral obligation, liability or responsibility for the Project or the repayment of the Bonds for the financing of the Project.

**FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The interlocal cooperation agreement between the City of Huntington Park, and the County of Los Angeles, a political subdivision of the State of California, pursuant to the provisions of Section 52086 of the Health and Safety Code of the State of California for the purpose of evidencing the agreement of City and County to cooperate with one another in the exercise of their powers pursuant to the provisions of Chapter 7 of Part 5 of Division 31 and Chapter 1 of Part 2 of Division 24 of the Health and Safety Code of the State of California, as amended, to permit County to issue revenue bonds or notes for the purpose of financing the acquisition, construction and rehabilitation of multifamily rental housing located in the City.

City acknowledges that County acting through the Los Angeles County Development Authority (LACDA) noticed a public hearing with respect to the issuance of the bonds and the financing of the project in a newspaper of general circulation in the City and that such hearing was conducted by the LACDA. City confirms such action on the part of County and adopts such hearing for purposes of the Code.

**CONSIDERATION AND APPROVAL OF A RESOLUTION AUTHORIZING THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY (LACDA) TO ISSUE BONDS OR NOTES IN AN AMOUNT NOT TO EXCEED \$15,000,000 AND MAKE/OR ACQUIRE MORTGAGE LOANS TO FINANCE THE DEVELOPMENT OF A MULTIFAMILY RENTAL HOUSING PROJECT IN THE CITY OF HUNTINGTON PARK, CALIFORNIA**

September 3, 2019

Page 3 of 3

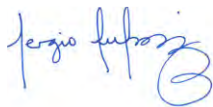
**CONCLUSION**

Upon Council approval, staff will proceed with recommended actions.

Respectfully submitted,



RICARDO REYES  
City Manager



SERGIO INFANZON  
Director of Community Development

**ATTACHMENT(S)**

- A. Resolution No. 2019-23, Authorizing LA County Development Authority to Issue Bonds or Notes.
- B. Casa Bonita Interlocal Agreement – between City of Huntington Park and LACDA
- C. LACDA Developer Timeline
- D. Cost of Issuance 2019-07-29
- E. Good Faith Deposit 2019-07-29
- F. Casa Bonita Schematic Design

# ATTACHMENT “A”

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1 and nothing herein shall be deemed to bind the City to make any expenditure or to incur  
2 indebtedness in relation to the Program or the revenue bonds or notes referred to above.  
3 This resolution shall not alter any term or condition of the agreements entered into by the  
4 LACDA with the developer of the Project.

5  
6 **SECTION 2.** The City does not waive, in whole or in part, the City's right to enforce  
7 contractual obligations and recover outstanding loan obligations against the borrower related  
8 to the project;

9  
10 **SECTION 3.** This Resolution shall take effect immediately upon its adoption.

11  
12 **SECTION 4.** The City Clerk shall certify to the adoption of this Resolution.

13  
14 **PASSED, APPROVED AND ADOPTED** this 3rd day of September 2019.

15  
16 \_\_\_\_\_  
Karina Macias, Mayor

17  
18 ATTEST:

19  
20 \_\_\_\_\_  
21 Donna G. Schwartz, CMC  
22 City Clerk  
23  
24  
25  
26  
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28

## ATTACHMENT “B”



## INTERLOCAL COOPERATION AGREEMENT

THIS INTERLOCAL COOPERATION AGREEMENT (this “Agreement”) is entered into as of [\_\_\_\_], 2019 by and between the City of Huntington Park (“City”), and the County of Los Angeles, a political subdivision of the State of California, (“County”), pursuant to the provisions of Section 52086 of the Health and Safety Code of the State of California (the “Law”) for the purpose of evidencing the agreement of City and County to cooperate with one another in the exercise of their powers pursuant to the provisions of Chapter 7 of Part 5 of Division 31 and Chapter 1 of Part 2 of Division 24 of the Health and Safety Code of the State of California, as amended (the “Act”), to permit County to issue revenue bonds or notes for the purpose of financing the acquisition, construction and rehabilitation of multifamily rental housing located in the City.

WHEREAS, [\_\_\_\_] (the “Borrower”), having [\_\_\_\_], as a managing general partner and [\_\_\_\_], as administrative partner, has requested that County issue its revenue bonds or notes pursuant to the Act for the purpose of financing the acquisition, construction and rehabilitation of Casa Bonita Senior Apartments, a multifamily residential rental housing project (the “Project”) located at 6512 Rugby Avenue in the City; and

WHEREAS, County has applied to the California Debt Limit Allocation Committee for an allocation of federal tax exempt volume cap for purposes of financing the Project; and

WHEREAS, the Law authorizes a county and one or more cities within the county to enter into agreements to join or cooperate with one another in the exercise jointly, or otherwise, of any or all of their powers for the purpose of financing multifamily rental housing development pursuant to the Act; and

WHEREAS, the Project is located within the City and City is located within the County and such Agreement is required in accordance with Section 147 (f) of the Internal Revenue Code.

NOW, THEREFORE, City and County hereby agree, pursuant to the provisions of the Act, as follows:

**Section 1.** The recitals above are true and correct.

**Section 2.** County shall issue its revenue bonds or notes in accordance with the Act in one or more series for the purpose of financing the Project. City hereby consents to the issuance by County of such revenue bonds or notes (the “Bonds”) and to the use of the proceeds of the Bonds to finance the acquisition, construction and rehabilitation of the Project.

**Section 3.** City agrees to cooperate with County to facilitate the issuance of the Bonds, and shall take such actions as are reasonably requested by County to permit the issuance of Bonds including, without limitation, taking such actions as are necessary to comply with the requirements of the Internal Revenue Code of 1986 (the “Code”) with

respect to the issuance of the Bonds. Without limiting the generality of the foregoing, City submitted the proposed issuance of Bonds by County to finance the acquisition, construction and rehabilitation of the Project to the City Council of City for consideration for approval pursuant to the requirements of Section 147(f) of the Code. City acknowledges that County acting through the Los Angeles County Development Authority ("LACDA") noticed a public hearing with respect to the issuance of the Bonds and the financing of the Project in a newspaper of general circulation in the City and that such hearing was conducted by the LACDA. City hereby ratifies such action on the part of County and adopts such hearing for purposes of the Code.

**Section 4.** Any Bonds issued under and pursuant to the terms of this Agreement shall be obligations solely of County, and City shall not be obligated thereon or with respect thereto.

**Section 5.** City hereby agrees and acknowledges that the terms, conditions and provisions of any Bonds issued pursuant to this Agreement shall be determined in the sole and absolute discretion of County, and that no further review or approval thereof shall be required by City; provided, County shall, upon the issuance of the Bonds, cause the Borrower to pay all expenses of City in connection with the Bonds and the Project and shall cause the Borrower to indemnify, hold harmless and defend City and each of its officers, supervisors, officials, employees, attorneys and agents in the same manner as the indemnification by the Borrower of County.

**Section 6.** Nothing herein shall obligate City to expend any funds or incur any expenses. Nothing herein shall be interpreted to obligate any payment of any kind by County to City or by City to County.

**Section 7.** Nothing herein shall be interpreted to waive, in whole or in part, the City's right to enforce contractual obligations and recover outstanding loan obligations against the Borrower related to the Project;

**Section 8.** Each of County and City represents and warrants that it has all necessary power and authority to enter into this Agreement, and that it has taken all such actions and received all such approvals as are necessary to authorize the execution and performance of this Agreement.

**Section 9.** This Agreement is entered into under and pursuant to the laws of the State of California and shall be effective immediately upon its execution and delivery by the parties hereto.

**Section 10.** This Agreement may be entered into in one or more counterparts, each of which shall be considered an original for all purposes.

**Section 11.** If any provision of this Agreement is, for any reason, unenforceable, such provision shall be void and of no further force and effect, and the remainder of this Agreement shall remain binding and enforceable against the parties hereto.

[Remainder of page left blank]

This Agreement is entered into by the County and the City as of the date first set forth above.

**CITY OF HUNTINGTON PARK**, as City

By \_\_\_\_\_  
Karina Macias  
Mayor

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Arnold Alvarez-Glasman  
City Attorney

**THE COUNTY OF LOS ANGELES**, as  
County

By \_\_\_\_\_  
Monique King-Viehland  
Executive Director of Los Angeles County  
Development Authority

APPROVED AS TO FORM:

**COUNTY OF LOS ANGELES**  
Mary C. Wickham, County Counsel

By: \_\_\_\_\_  
Senior Deputy

## ATTACHMENT “C”

**DEVELOPER TIMELINE**  
**Casa Bonita Senior Apartments**  
 Western Community Housing  
 CDLAC Application Deadline 10/11/2019  
 CDLAC Allocation Meeting 12/11/2019  
 CDLAC Deadline to Issue Bonds (6/8/2020)

(SUBJECT TO CHANGE)

| <b>Due Date</b> | <b>ACTION ITEM</b>                                                                                          |
|-----------------|-------------------------------------------------------------------------------------------------------------|
| 9/13/2019       | TEFRA Notice posted on LACDA website                                                                        |
| 9/16/2019       | Huntington Park City Council Meeting to adopt Resolution for LACDA to issue bonds <b>Updated to 9/2/017</b> |
| 9/23/2019       | TEFRA Hearing to be held at LACDA <b>Updated to 8/26/2019</b>                                               |
| 10/1/2019       | Board of Commissioners Meeting to adopt Inducement Resolution <b>Updated to 9/17/2019</b>                   |
| 10/1/2019       | Board of Supervisors Meeting to adopt TEFRA Resolution <b>Updated to 9/17/2019</b>                          |
| 10/1/2019       | Developer to send to LACDA signed CDLAC application pages, Performance Deposit and CDLAC application fee    |
| 10/3/2019       | Deadline for Developer to upload final CDLAC application                                                    |
| 10/10/2019      | Deadline for LACDA to submit on-line application to CDLAC                                                   |
| 11/12/2019      | CDLAC Preliminary Recommendations (Estimated)                                                               |
| 12/11/2019      | CDLAC Allocation Meeting                                                                                    |
| 6/8/2020        | CDLAC Deadline to issue bonds                                                                               |

## ATTACHMENT “D”



July 25, 2019

Martha Cisneros, Senior Asset Manager  
Western Community Housing, Inc.  
523 West 6<sup>th</sup> Street, Suite 601  
Los Angeles, CA 90014

**CASA BONITA SENIOR APARTMENTS  
ESTIMATED COST OF ISSUANCE**

Dear Ms. Cisneros:

Below is the estimated cost of issuance to be charged by the Los Angeles County Development Authority (LACDA) and its Financing Team in connection with the above referenced bond issue in an amount not to exceed \$5,500,000. We are providing this information to you so that you may include them in your development budget.

|                                                  |                   |                         |
|--------------------------------------------------|-------------------|-------------------------|
| Issuer Fee                                       | LACDA             | \$13,750                |
| Application, Inducement and TEFRA Processing Fee | LACDA             | \$2,500 <sup>i</sup>    |
| County Counsel                                   | LACDA             | \$2,500 <sup>ii</sup>   |
| Annual Administration Fee                        | LACDA             | \$6,000                 |
| TEFRA Hearing and Website Publication            | LACDA             | \$2,500                 |
| Kutak Rock                                       | Bond Counsel      | \$50,000 <sup>iii</sup> |
| CSG Advisors Inc.                                | Financial Advisor | \$38,000 <sup>iv</sup>  |
| Trustee Acceptance Fee                           | US Bank           | \$2,750                 |
| Trustee Legal Fees                               | US Bank           | \$3,500                 |
| Trustee Annual Admin Fee                         | US Bank           | \$3,250                 |

Please note that LACDA's issuer fee is based on twenty-five (25) basis points of the original bond amount. LACDA's fee will be adjusted accordingly should the bond amount increase or decrease prior to bond closing.

Additionally, developers shall pay an annual administrative fee to LACDA, payable in advance, of the greater of twelve and a half (12.5) basis points of the outstanding bond amount at conversion of bonds to perm, or \$6,000 which has been assumed above.

All the fees shown above are due at bond closing. Your signature below will note acceptance of the fees.

700 West Main Street, Alhambra, CA 91801  
Tel: (626) 262-4511 TDD: (626) 943-3898

Executive Director: Monique King-Viehlend

Commissioners: Hilda L. Solis, Mark Ridley-Thomas, Sheila Kuehl, Janice Hahn, Kathryn Barger



lacda.org





Please call me at (626) 586-1830 if you have any questions.

Sincerely,



Jewel Warren-Reed  
Principal Bond Administrator

Acknowledged By:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name and Title)

Date: \_\_\_\_\_

- \_\_\_\_\_  
i The Good Faith Deposit in the amount of \$2,500 will be applied toward this cost at closing  
ii The Good Faith Deposit in the amount of \$2,500 will be applied toward this cost at closing  
iii The Good Faith Deposit in the amount of \$5,000 will be applied toward this cost at closing  
iv The Good Faith Deposit in the amount of \$5,000 will be applied toward this cost at closing

## ATTACHMENT “E”



July 25, 2019

Martha Cisneros, Senior Asset Manager  
Western Community Housing, Inc.  
523 West Sixth Street, Suite 601  
Los Angeles, CA 90014

**CASA BONITA SENIOR APARTMENTS  
GOOD FAITH DEPOSIT**

Dear Ms. Cisneros:

Attached is a copy of our estimated timeline for the issuance of bonds for Casa Bonita Senior Apartments.

Please submit the Good Faith Deposit in the amount of \$17,500 on or before August 2nd for the following services listed below. The non-refundable deposit will be applied toward the actual cost of the service provided at bond closing.

|                                                                   |         |
|-------------------------------------------------------------------|---------|
| LACDA Application and Inducement and TEFRA Resolutions processing | \$2,500 |
| LACDA County Counsel Fee                                          | \$2,500 |
| Publication of TEFRA Notice                                       | \$2,500 |
| Third Party Bond Counsel Fee                                      | \$5,000 |
| Third Party Financial Advisor Fee                                 | \$5,000 |

Should you have any questions please call me at (626) 586-1830.

Sincerely,

Jewel Warren-Reed  
Principal Bond Administrator



lacda.org

700 West Main Street, Alhambra, CA 91801  
Tel: (626) 262-4511 TDD: (626) 943-3898

Executive Director: Monique King-Viehlend  
Commissioners: Hilda L. Solis, Mark Ridley-Thomas, Sheila Kuehl, Janice Hahn, Kathryn Barger



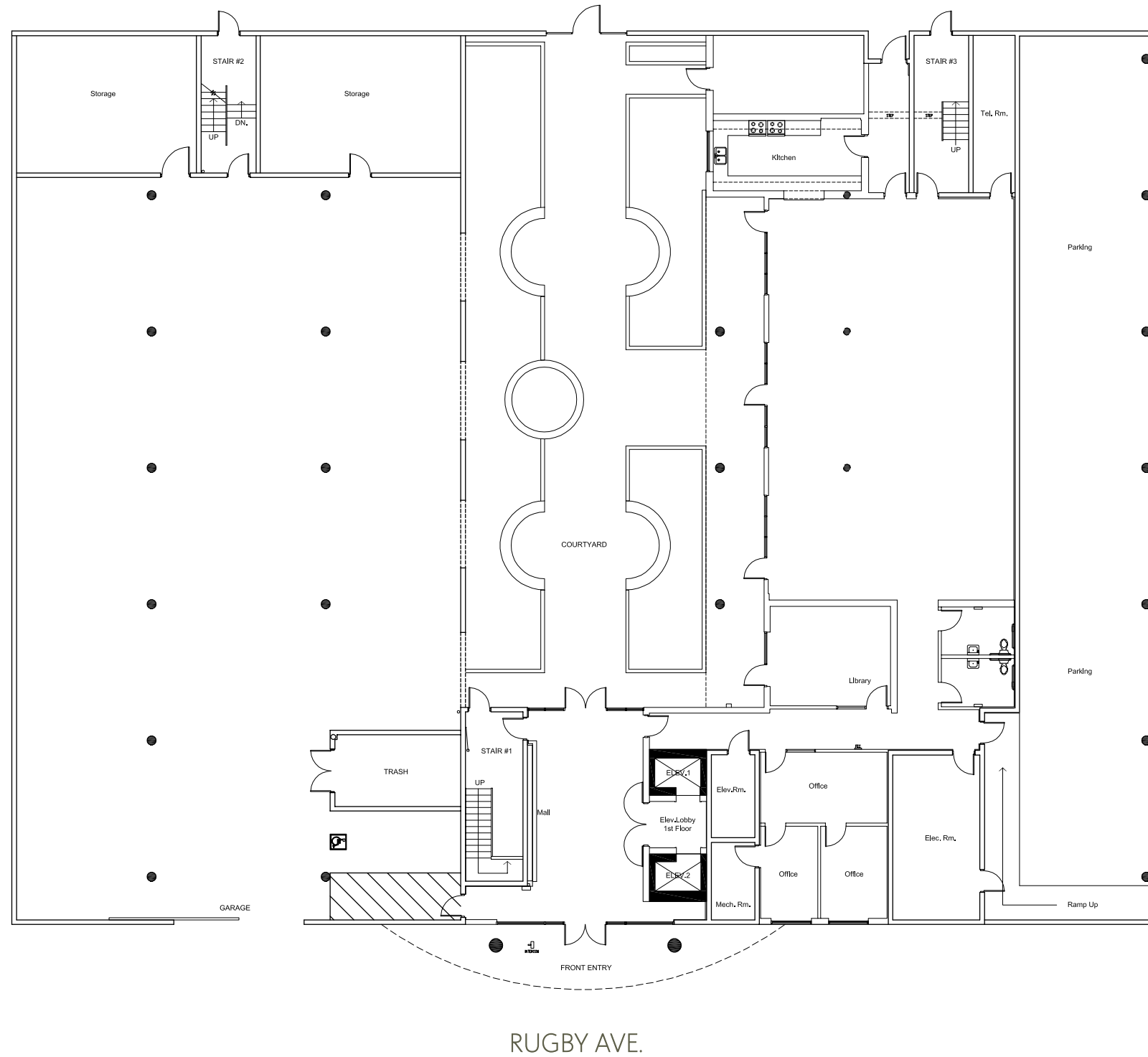
## ATTACHMENT “F”



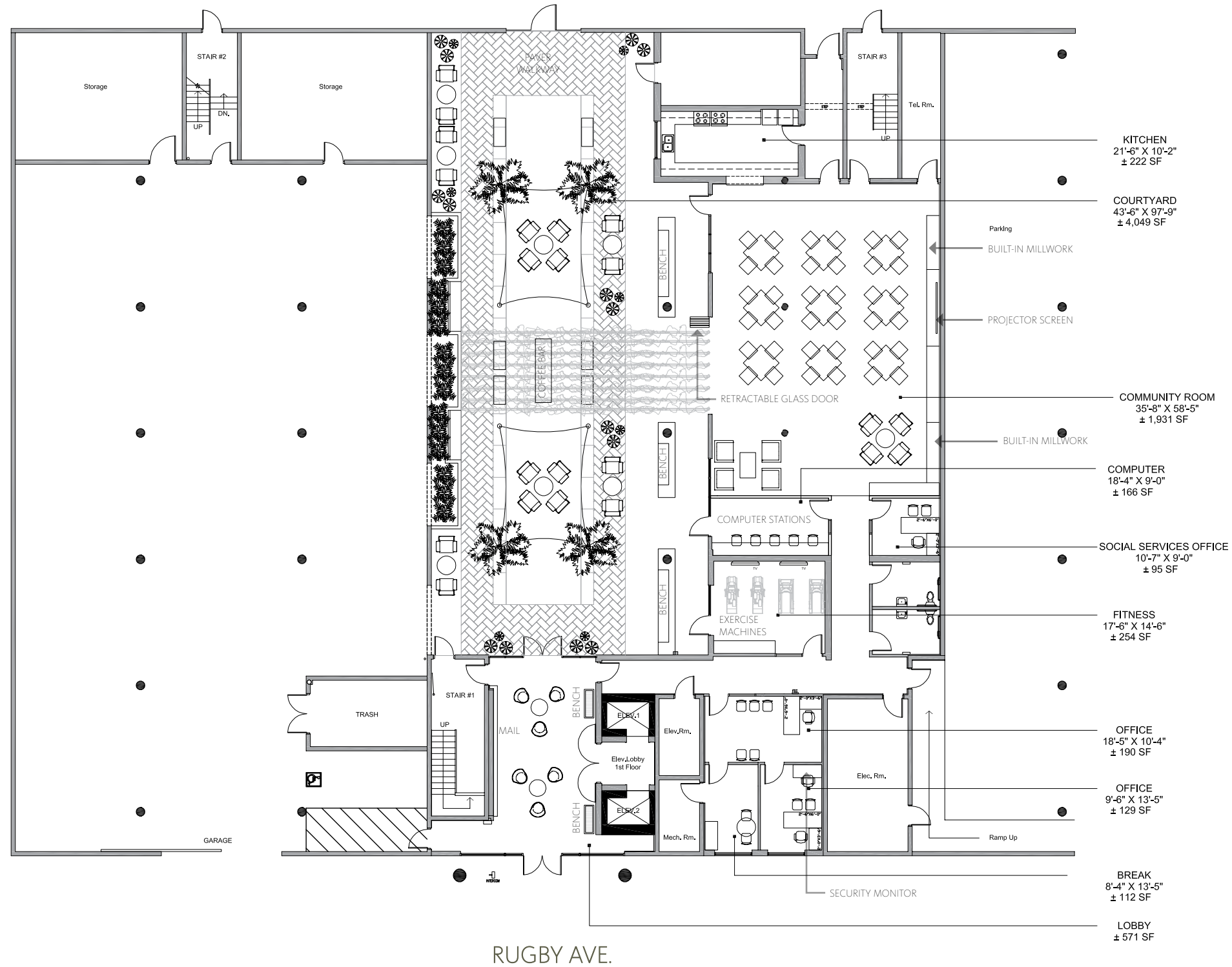
*Casa Bonita*

Senior Apartments

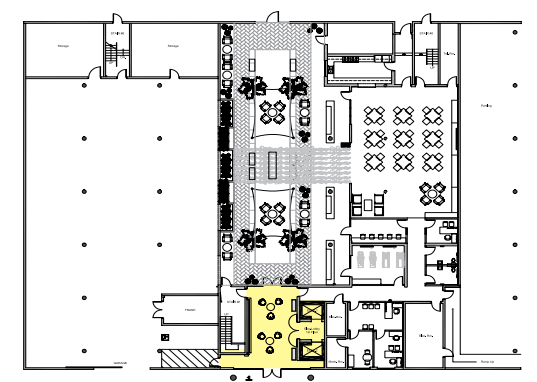
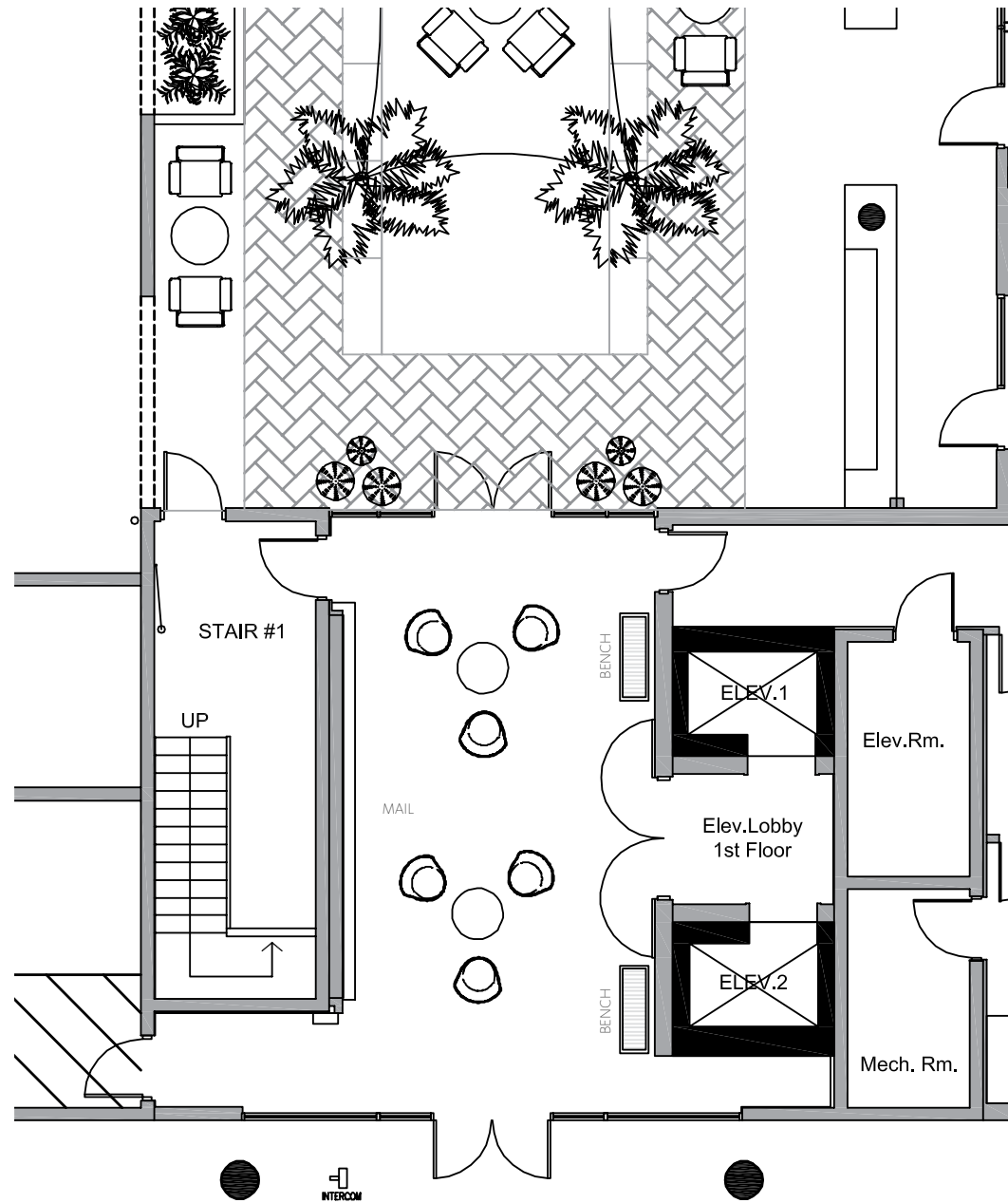
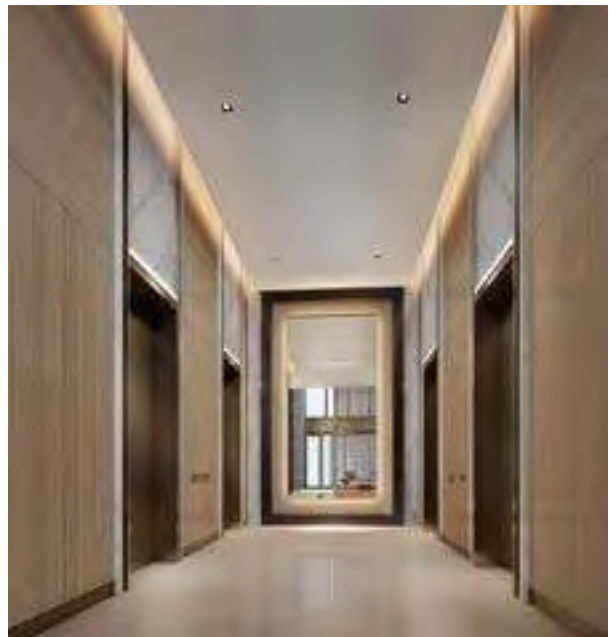
CASA BONITA  
SCHEMATIC DESIGN PACKAGE



AS-BUILT | **GROUND FLOOR**

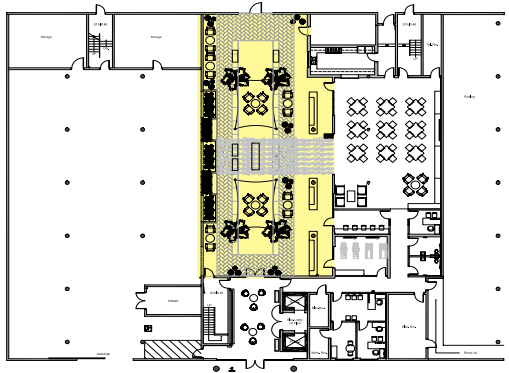
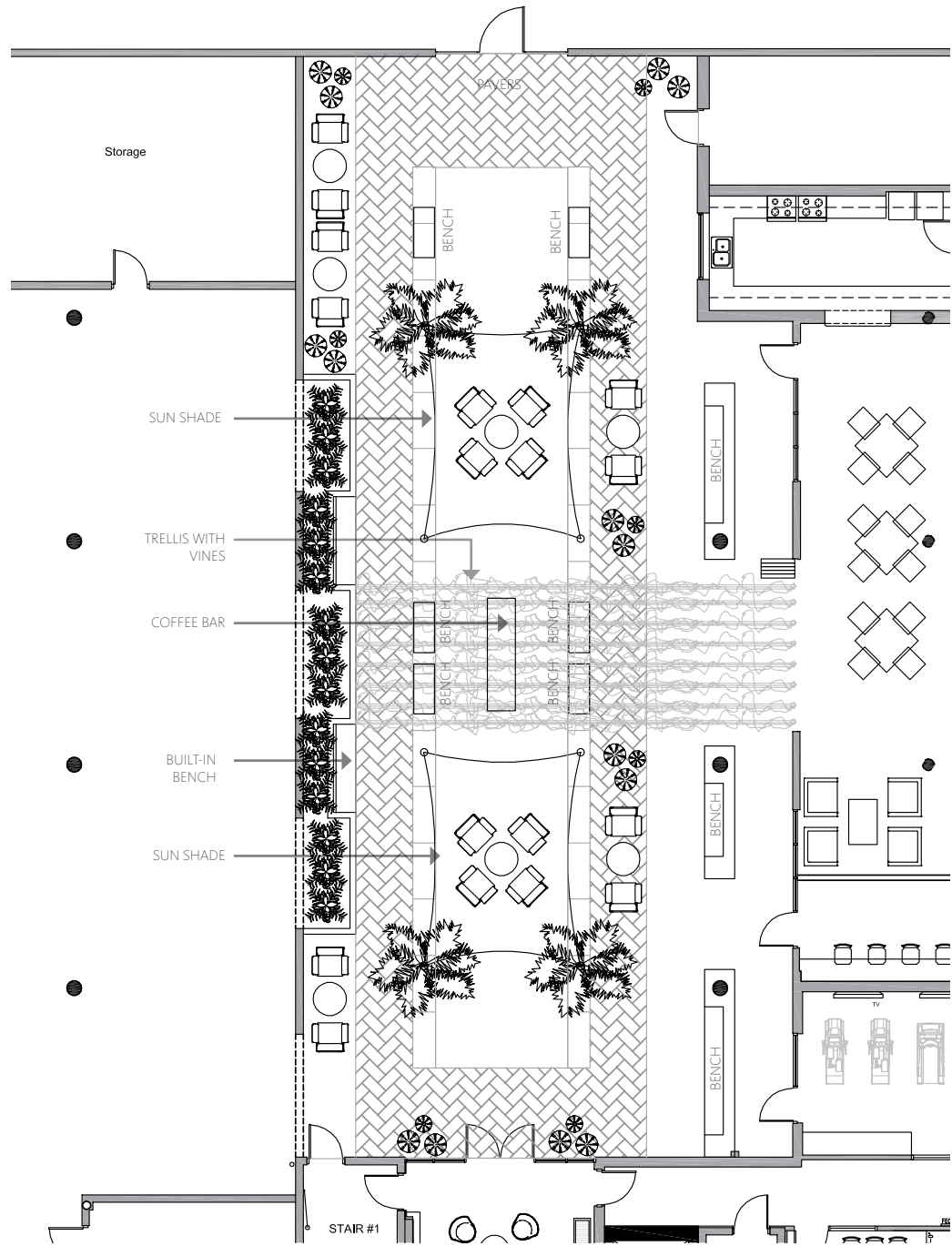


SPACE PLAN



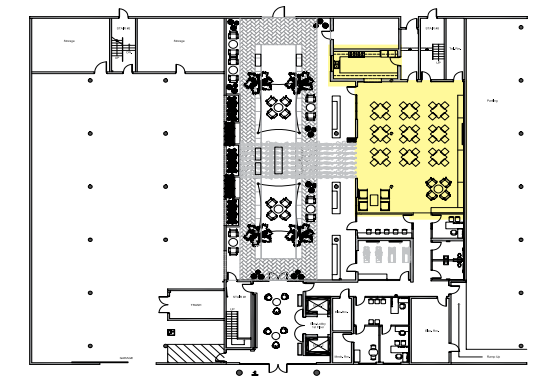
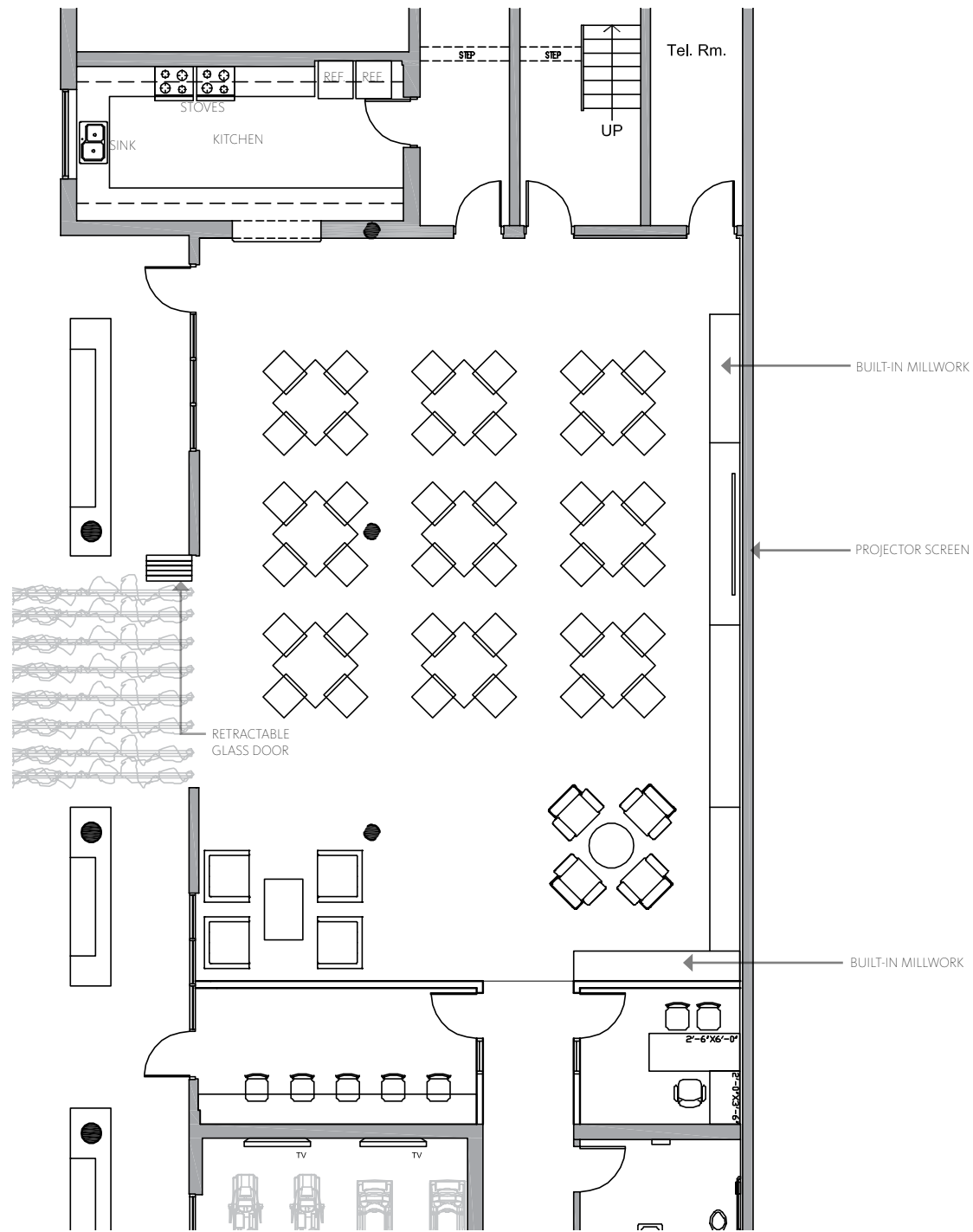
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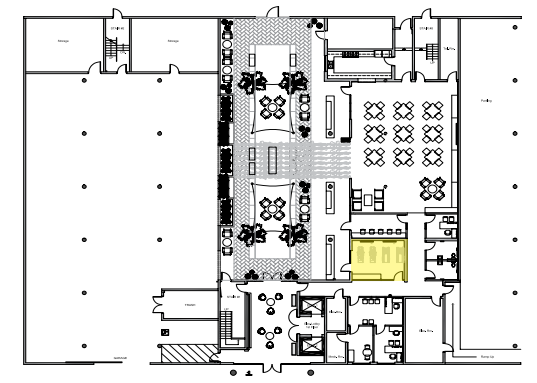
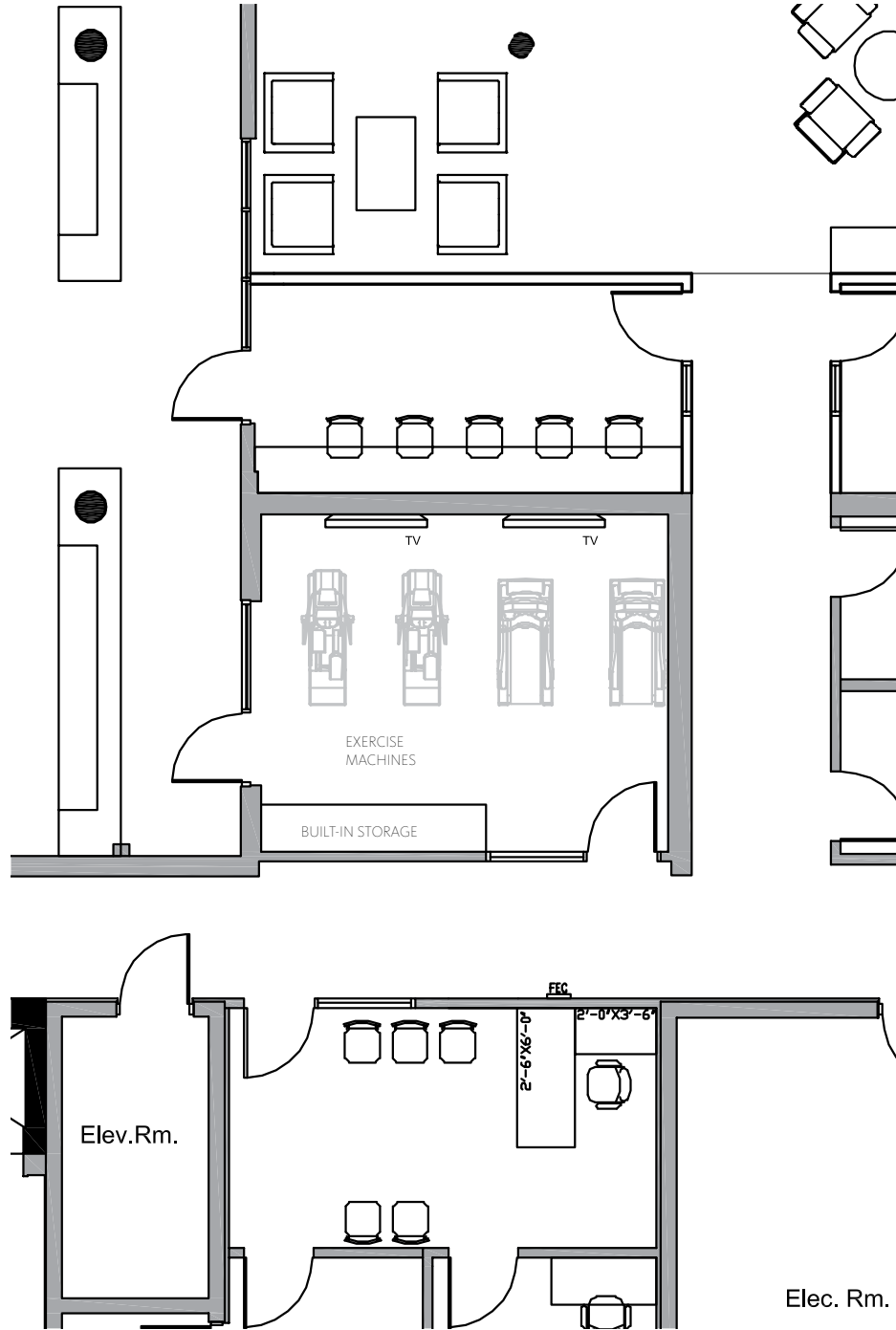
COURTYARD



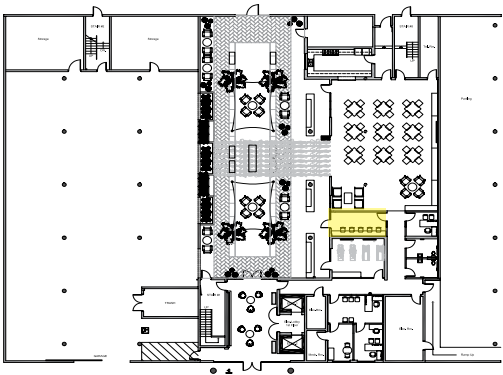
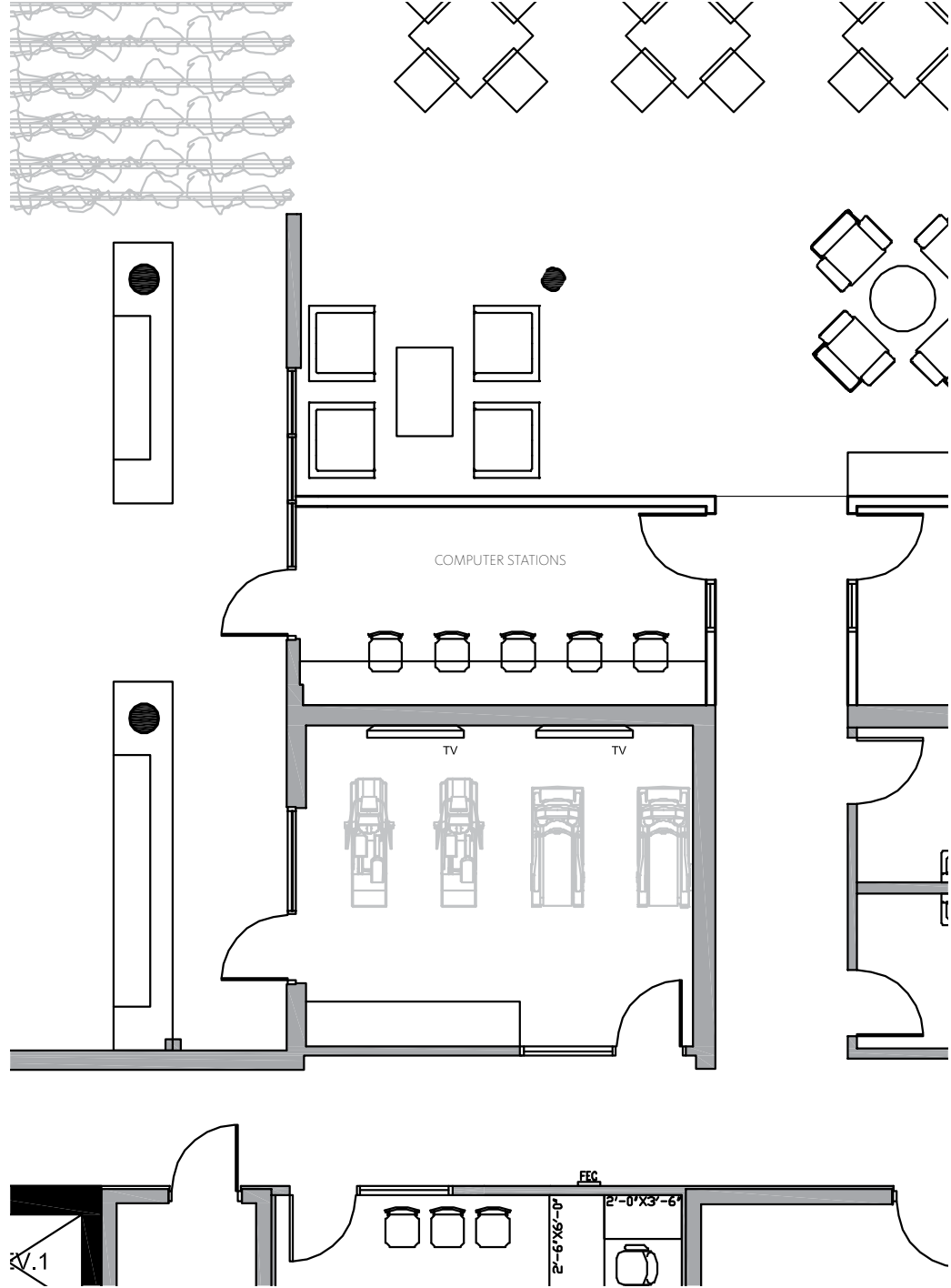


COMMUNITY ROOM



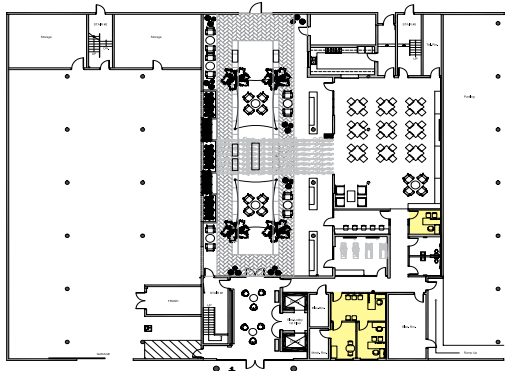
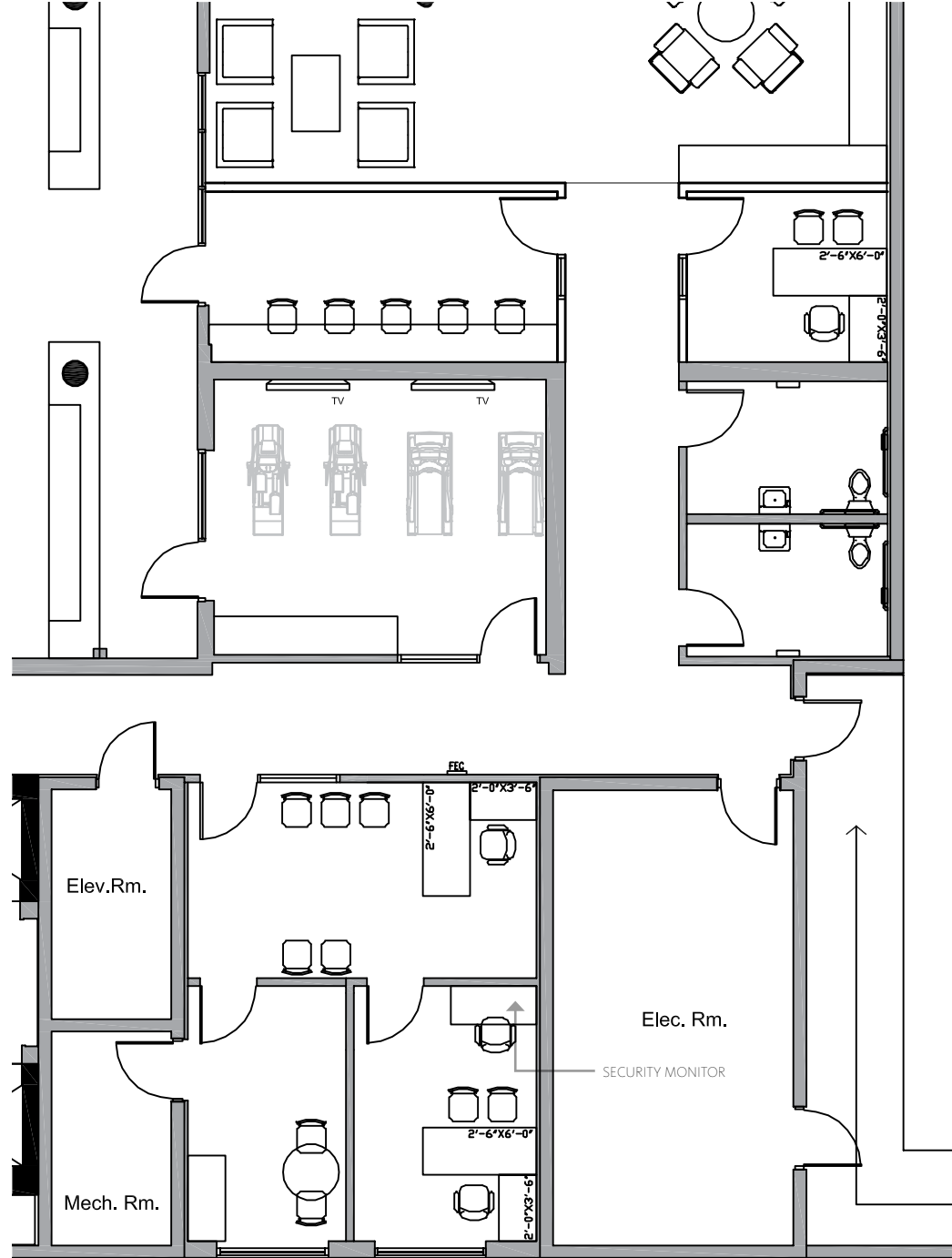


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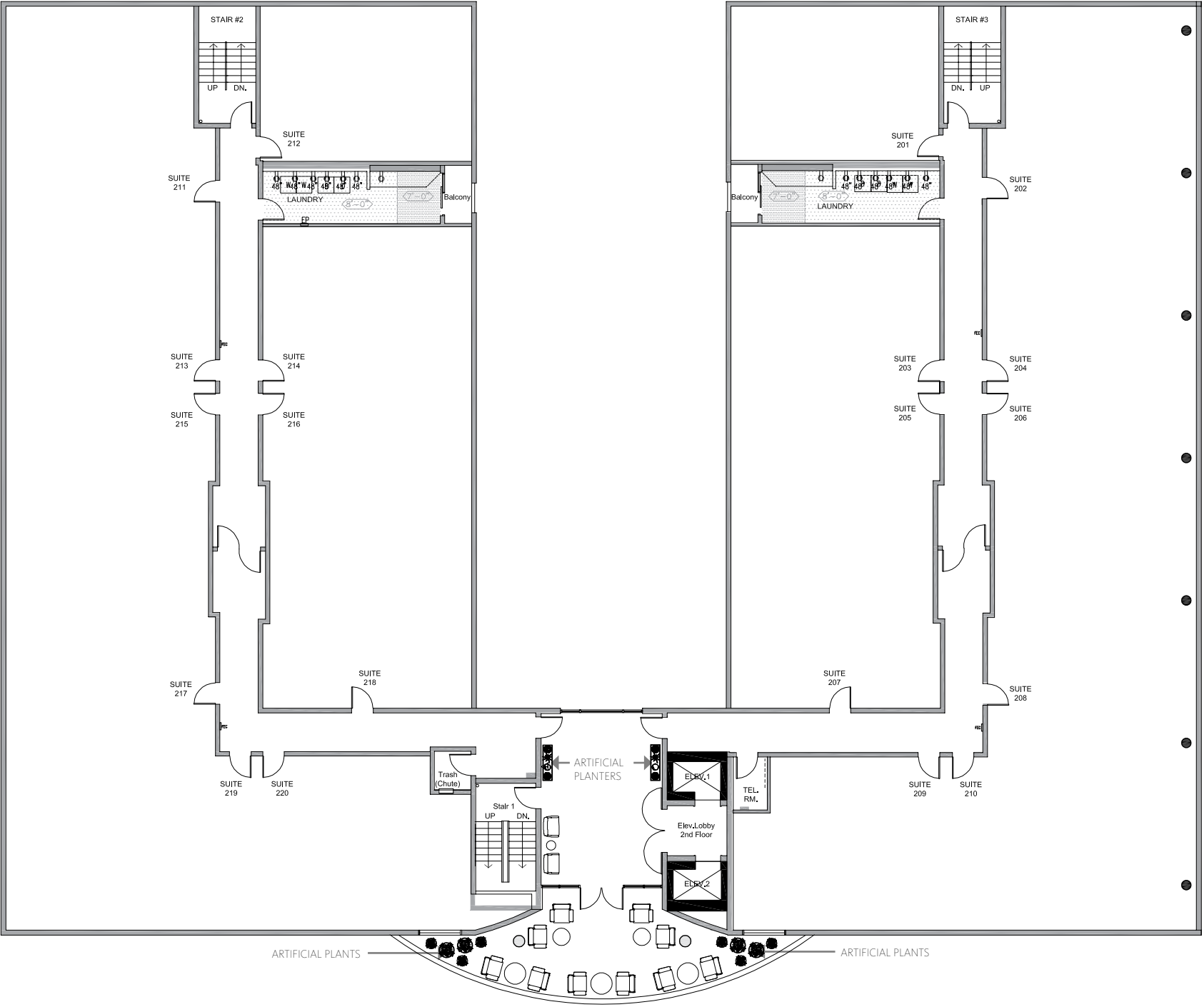


COMPUTER STATION



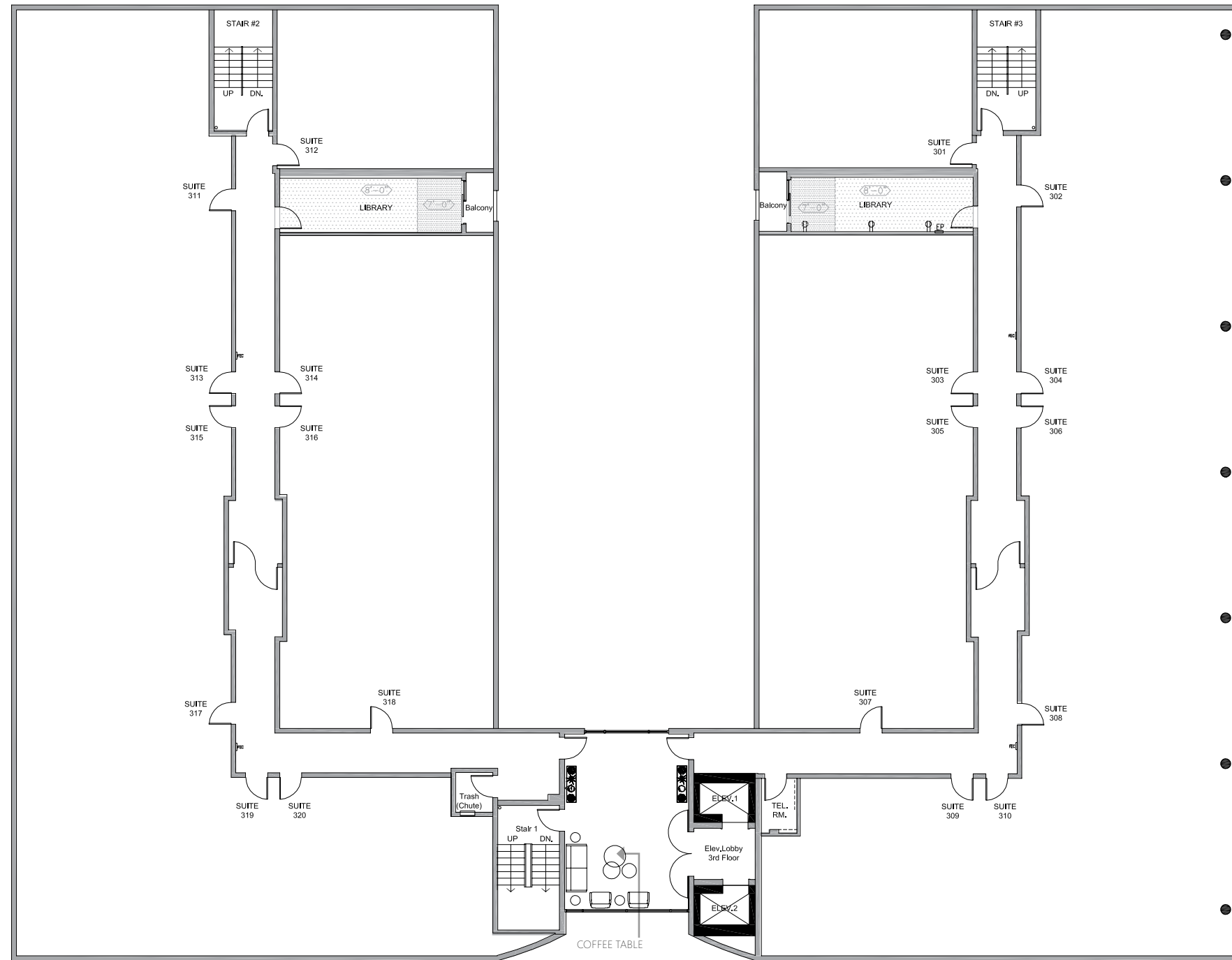


## OFFICES



2ND FLOOR ELEVATOR LOBBY





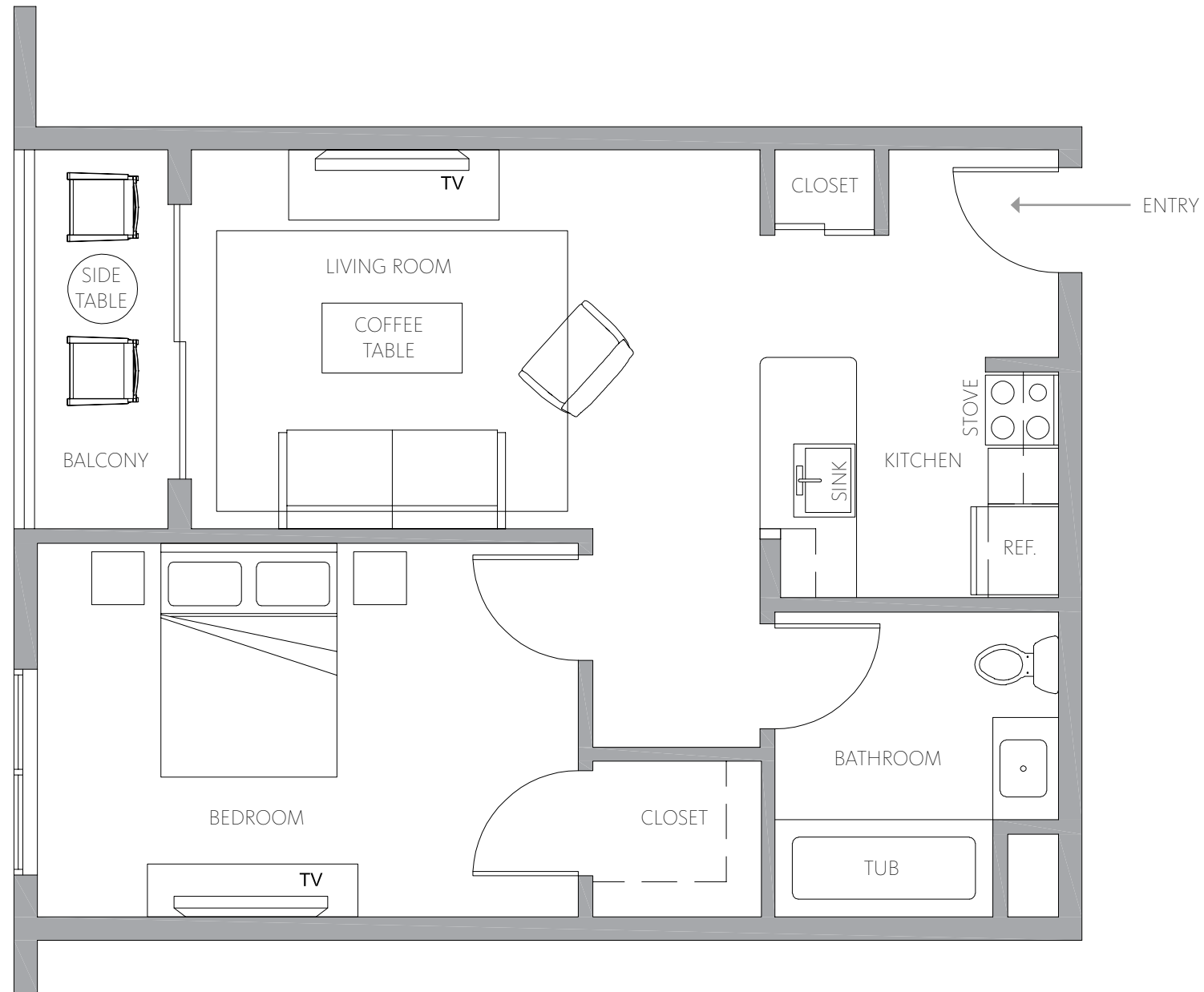
3RD - 5TH FLOOR ELEVATOR LOBBY



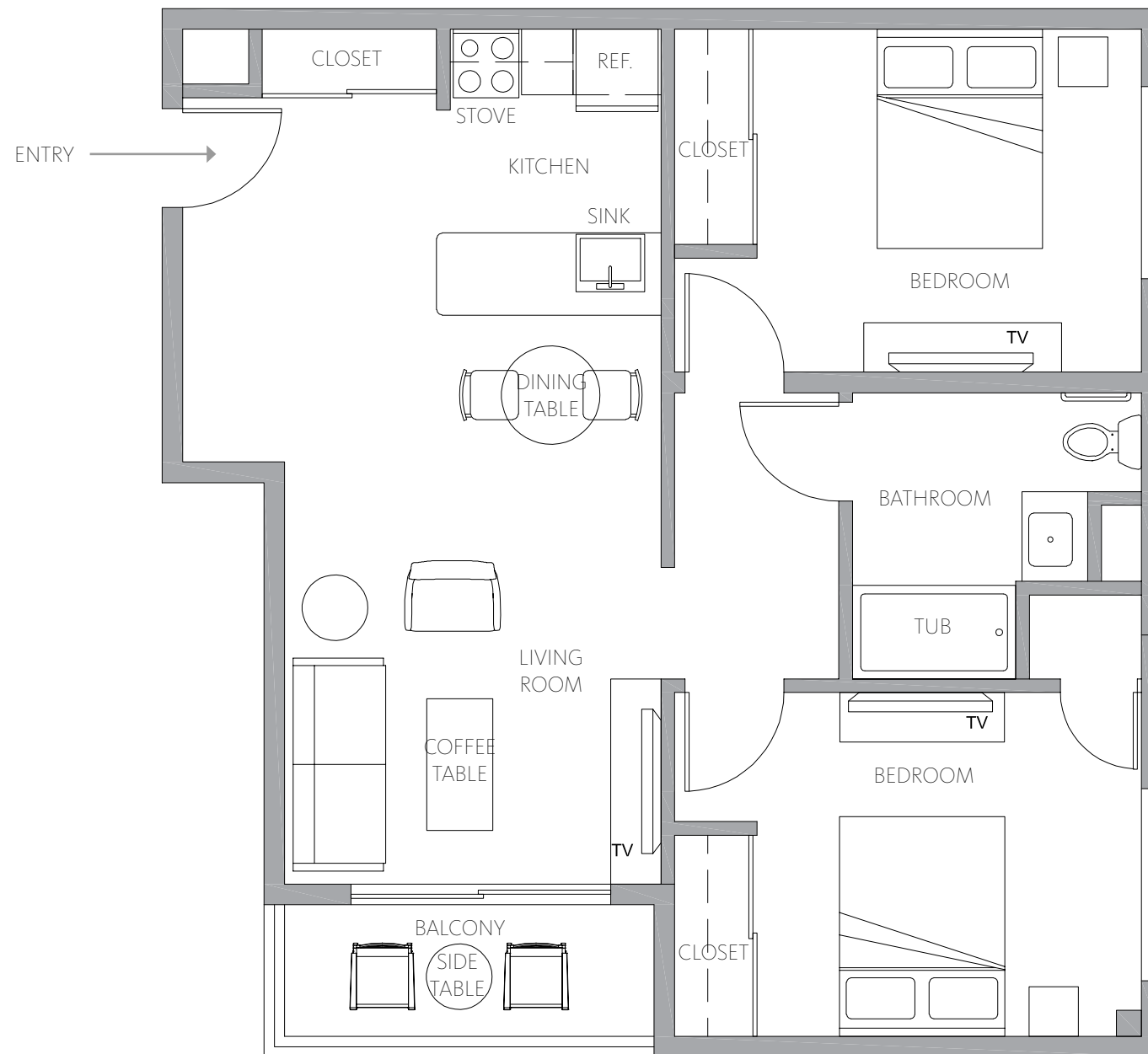


UNIT CONCEPTS

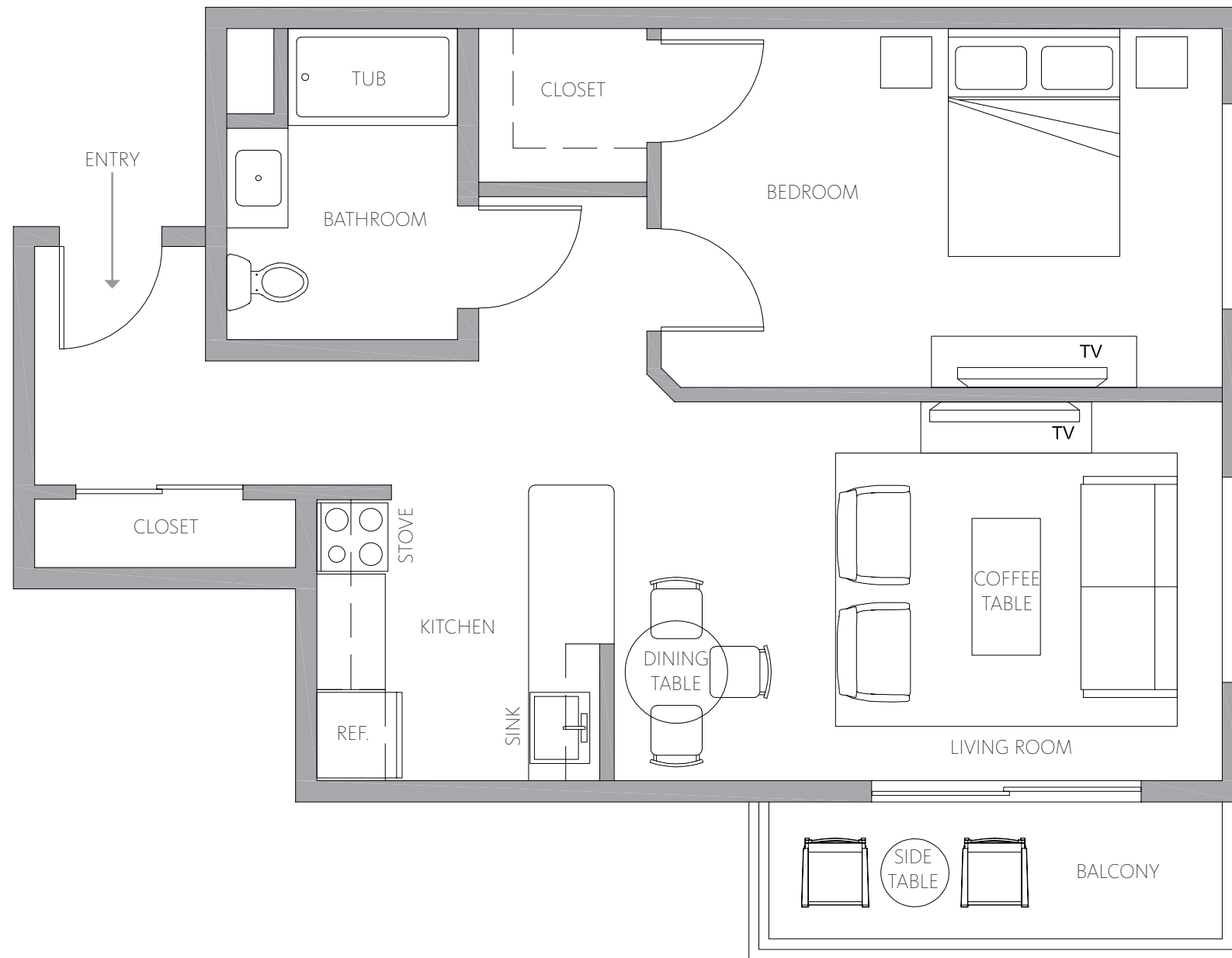




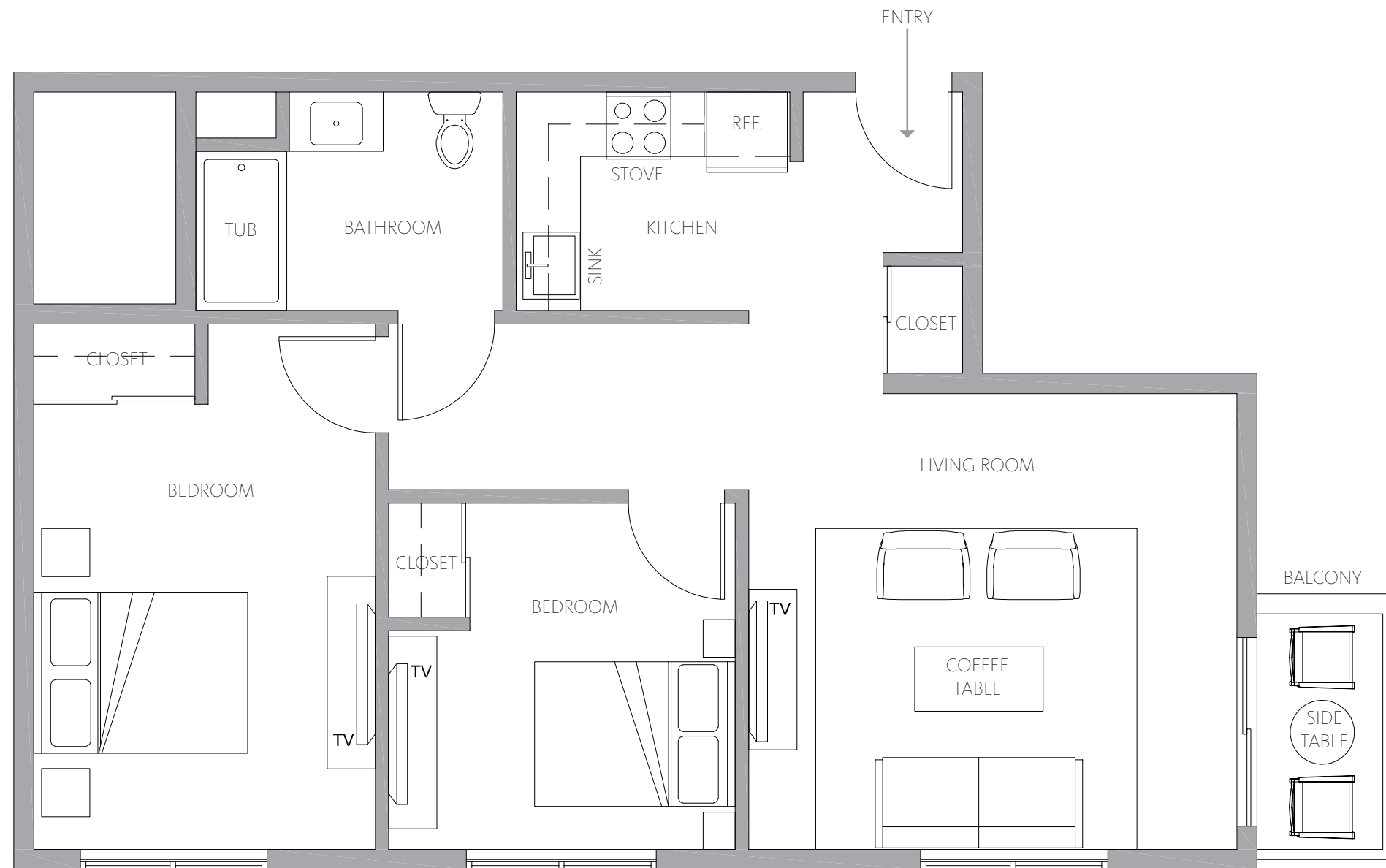
UNIT A



UNIT B



UNIT C



UNIT D&E



# CITY OF HUNTINGTON PARK

Human Resources Department  
City Council Agenda Report

September 3, 2019

Honorable Mayor and Members of the City Council  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

## **CONSIDERATION AND APPROVAL OF A RESOLUTION APPROVING NEW AND REVISED CLASS SPECIFICATIONS FOR THE POSITIONS OF ADMINISTRATIVE CLERK, DEPUTY DIRECTOR OF COMMUNITY DEVELOPMENT, RECREATION COORDINATOR AND SENIOR RECREATION SUPERVISOR**

### **IT IS RECOMMENDED THAT THE CITY COUNCIL:**

1. Adopt Resolution No. 2019-24, Approving New and Revised Class Specifications for the Positions of Administrative Clerk, Deputy Director of Community Development, Recreation Coordinator and Senior Recreation Supervisor

### **BACKGROUND**

Based upon the current needs of the City and the Adopted Budget for Fiscal Year 2019-20, certain new class specifications were created. Additionally, one existing class specification, Recreation Coordinator, has been updated to reflect that the position is an At-Will Non-Represented position. The previous class specification incorrectly listed the position as Probationary.

All class specifications attached to the Resolution in Exhibit A were presented to and approved by the Civil Service Commission on August 29, 2019.

### **FISCAL IMPACT/FINANCING**

There is no fiscal impact at this time, as all new class specifications were included in the Fiscal Year 2019-20 Operating Budget.

**CONSIDERATION AND APPROVAL OF A RESOLUTION APPROVING NEW AND REVISED CLASS SPECIFICATIONS FOR THE POSITIONS OF ADMINISTRATIVE CLERK, DEPUTY DIRECTOR OF COMMUNITY DEVELOPMENT, RECREATION COORDINATOR AND SENIOR RECREATION SUPERVISOR**

September 3, 2019

Page 2 of 2

**CONCLUSION**

Upon adoption of the resolution, the revised class specifications will be used for future recruitments.

Respectfully submitted,



RICARDO REYES  
City Manager



NITA MCKAY  
Director of Finance & Administrative Services

**ATTACHMENT(S)**

- A. Resolution No. 2019-24, Approving New and Revised Class Specifications for the Positions of Administrative Clerk, Deputy Director of Community Development, Recreation Coordinator and Senior Recreation Supervisor

# ATTACHMENT “A”

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**RESOLUTION NO. 2019-24**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF HUNTINGTON PARK APPROVING NEW AND  
REVISED CLASS SPECIFICATIONS FOR THE  
POSITIONS OF ADMINISTRATIVE CLERK, DEPUTY  
DIRECTOR OF COMMUNITY DEVELOPMENT,  
RECREATION COORDINATOR AND SENIOR  
RECREATION SUPERVISOR**

**WHEREAS**, the City of Huntington Park has recently created certain new classifications to meet the needs of the City, as well as made modifications to existing class specifications to meet current standards for each position and correct errors in one existing classification; and,

**WHEREAS**, new class specifications and revised class specifications have been created for each classification attached in Exhibit A;

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF HUNTINGTON  
PARK DOES RESOLVE AS FOLLOWS:**

**SECTION 1:** The City Council of the City of Huntington Park hereby adopts and approves class specifications for:

- the position of Administrative Clerk, a copy of which is attached hereto as Exhibit A, with a salary range of \$3,045 to \$3,738 per month, Salary Grid 111.
- the position of Deputy Director of Community Development, a copy of which is attached hereto as Exhibit A, with a salary range of \$8,073 to \$9,912 per month, Salary Grid 209.
- the position of Recreation Coordinator, a copy of which is attached hereto as Exhibit A, with a salary range of \$3,465 to \$4,254 per month, Salary Grid 124.
- the position of Senior Recreation Supervisor, a copy of which is attached hereto as Exhibit A, with a salary range of \$5,057 to \$6,209 per month, Salary Grid 162.



**SECTION 2:** The City Clerk shall certify to the adoption of this Resolution.

**PASSED, APPROVED AND ADOPTED** this 3<sup>rd</sup> day of September, 2019.

\_\_\_\_\_  
Karina Macias, Mayor

ATTEST:

\_\_\_\_\_  
Donna G. Schwartz, CMC  
City Clerk

Exhibit A

Class Specifications

# CITY OF HUNTINGTON PARK

## CLASS SPECIFICATION

### ADMINISTRATIVE CLERK

|                        |                                  |                                       |                           |
|------------------------|----------------------------------|---------------------------------------|---------------------------|
| Civil Service Status:  | Open Competitive                 | Bargaining Unit:                      | Non-Represented Employees |
| Probationary Period:   | At-Will                          | Approved by Civil Service Commission: | 08/29/2019                |
| Classification Series: | Support Staff/Secretarial/Office | Approved by City Council:             | 09/03/2019                |
| FLSA Status:           | Non-Exempt                       | Resolution No.:                       | 2019-XX                   |

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

#### **DEFINITION**

Under direct supervision, this position performs a wide variety of clerical duties for a department, including word processing, record keeping, data gathering; assists the public by answering inquiries and complaints; acts as a receptionist and performs related duties as required.

#### **EXAMPLE OF DUTIES**

*The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.*

- Serves as receptionist, answers phones, takes messages or refers calls, greets, screens and refers visitors; answers general questions, referring more complex or technical questions to others; completes forms or documents from information provided by visitors;
- Types correspondence, forms, lists, cards, address labels on word processor. Edits, proofreads and corrects materials for completeness and accuracy;
- Performs typing tasks or routine data entry tasks as assigned;
- Maintains logs, inventories or records by transferring data manually or by computer;
- Operates a variety of standard office equipment and machines which may include some, but not limited to the following: personal computer and related software, scanner, calculator, photocopy machine; shredder, fax machine, telephone, etc.;
- Files and maintains a variety of records, forms, and correspondence in alphabetical, numerical, and chronological order;
- Provides back-up to other office employees in department; and
- Performs other related duties as assigned or as situation requires.

#### **MINIMUM QUALIFICATIONS**

*The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.*

##### **Knowledge of:**

- Good customer service practices;
- Filing, researching and documenting organization in computer applications;
- Office policies, procedures and practices;
- Business letter writing and business forms; and
- Correct grammar usage, punctuation, spelling and vocabulary.

##### **Skills:**

- Mathematical calculations such as addition, subtraction, multiplication and division;

# CITY OF HUNTINGTON PARK

## CLASS SPECIFICATION

### ADMINISTRATIVE CLERK

|                        |                                  |                                       |                           |
|------------------------|----------------------------------|---------------------------------------|---------------------------|
| Civil Service Status:  | Open Competitive                 | Bargaining Unit:                      | Non-Represented Employees |
| Probationary Period:   | At-Will                          | Approved by Civil Service Commission: | 08/29/2019                |
| Classification Series: | Support Staff/Secretarial/Office | Approved by City Council:             | 09/03/2019                |
| FLSA Status:           | Non-Exempt                       | Resolution No.:                       | 2019-XX                   |

(Continued)

- Possess skills in word processing, correspondence, spreadsheets and reports using a personal computer and word processing software applications; and
- Type/word process 40 words per minute accurately.

#### **Ability to:**

- Perform secretarial work;
- Organize and prioritize and follow-up work assignments;
- Demonstrate work initiative and good judgment;
- Type letters, memorandums and reports as directed by department or division head;
- Exercise independent judgment using discretion in making decisions based on standard policy or procedure;
- Complete large volume of work assignments with a high degree of accuracy;
- Prepare important confidential reports and correspondence;
- Establish professional working relationships and resolve interpersonal conflicts;
- Communicate effectively verbally and in writing;
- Serve the public with tact and courtesy;
- Function in a team oriented environment;
- Assume responsibility for providing effective customer service;
- Format information such as lists, tables, documents, correspondence, etc.;
- Observe safety principles and work in a safe manner;
- Handle confidential information with discretion;
- Administer departmental/division records and organize and maintain complex filing and record keeping systems; and
- Develop necessary skills from on-the-job training and meet the standards of performance or higher for the classification by the end of the probationary period.

**Education and Experience Guidelines** – *Any combination of equivalent education, training and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

#### **Education/Training:**

- Graduation from high school or attainment of GED (General Education Degree) or CHSPE (California High School Proficiency Examination) supplemented by course work in computer applications, business practices and procedures, or office procedures. Attainment of an Associate of Arts Degree from an accredited college or university is desirable.

# CITY OF HUNTINGTON PARK

## CLASS SPECIFICATION

### ADMINISTRATIVE CLERK

|                        |                                  |                                       |                           |
|------------------------|----------------------------------|---------------------------------------|---------------------------|
| Civil Service Status:  | Open Competitive                 | Bargaining Unit:                      | Non-Represented Employees |
| Probationary Period:   | At-Will                          | Approved by Civil Service Commission: | 08/29/2019                |
| Classification Series: | Support Staff/Secretarial/Office | Approved by City Council:             | 09/03/2019                |
| FLSA Status:           | Non-Exempt                       | Resolution No.:                       | 2019-XX                   |

#### **Experience:**

- Two (2) years of clerical office experience including word processing, typing and providing customer service to the public.

#### **License or Certificate:**

- A valid California Class C Driver's License and a satisfactory driving record.

#### **Physical Requirements:**

- Must meet approved physical and pre-placement medical standards for the position.

#### **Bilingual Pay:**

- Employees who qualify and are City-certified to speak and understand Spanish may be eligible to receive bilingual pay.

# CITY OF HUNTINGTON PARK

## CLASS SPECIFICATION

### DEPUTY DIRECTOR OF COMMUNITY DEVELOPMENT

|                        |                       |                                       |                           |
|------------------------|-----------------------|---------------------------------------|---------------------------|
| Civil Service Status:  | Exempt                | Bargaining Unit:                      | Non-Represented Employees |
| Probationary Period:   | At-Will               | Approved by Civil Service Commission: | 08/29/2019                |
| Classification Series: | Community Development | Approved by City Council:             | 09/03/2019                |
| FLSA Status:           | Exempt                | Resolution No.:                       | 2019-XX                   |

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

#### **DEFINITION**

Under the direction of the Director of Community Development, this executive position assists with planning, organizing, and coordinating and directing a comprehensive community development program which includes physical, social, and economic planning of the City's growth patterns; assist with directing land use, zoning administration, planning department; assists in directing building and safety operations, as well as code enforcement, and historic preservation activities; provides staff support for the City's Planning and Historic Preservation Commissions; acts as Department Head in the Director's absence; and does related work as required.

#### **EXAMPLE OF DUTIES**

*The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices. This position assists the department head with the following:*

- Administers the City's Planning operations;
- Compiles and analyzes basic economic and physical data;
- Analyzes historical and projected trends and developments;
- Administers the development of zoning and land use ordinances;
- Directs the activities of Planning, Building and Safety and Code Enforcement personnel;
- Acts as Director of Community Development in the absence of the Director and when so instructed by the City Manager;
- Recommends the employment of and directs the training and supervision of departmental personnel;
- Makes practical interpretations of development plans and ensures conformance with planning regulations;
- Prepares and submits recommendations to the Planning Commission regarding land use, zoning and development projects;
- Serves as a secretary to the Planning Commission and Historic Preservation Commission;
- Prepares departmental budget and implements the approved budget;
- Assists developers and residents in the development and preparation of development entitlement applications, etc.;
- Prepares staff reports and conducts special studies of a highly technical nature;
- Administers the retention and maintenance of department files;
- Establishes and interprets departmental policies as consistent with City policies;
- Represents the City at meetings and conferences related to community development;
- Prepares drafts of resolutions and ordinance related to departmental operations;
- Conducts public information programs related to the planning process and community goals;

# CITY OF HUNTINGTON PARK

## CLASS SPECIFICATION

### DEPUTY DIRECTOR OF COMMUNITY DEVELOPMENT

|                        |                       |                                       |                           |
|------------------------|-----------------------|---------------------------------------|---------------------------|
| Civil Service Status:  | Exempt                | Bargaining Unit:                      | Non-Represented Employees |
| Probationary Period:   | At-Will               | Approved by Civil Service Commission: | 08/29/2019                |
| Classification Series: | Community Development | Approved by City Council:             | 09/03/2019                |
| FLSA Status:           | Exempt                | Resolution No.:                       | 2019-XX                   |

(Continued)

- Assumes responsibility for ensuring the duties of the position are performed in safe, efficient manner; and
- Performs other related duties as assigned or as situation requires.

#### **MINIMUM QUALIFICATIONS**

*The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.*

##### **Knowledge of:**

- The formulation and administration of the Community Development programs;
- Thorough knowledge of the theory, principles, and practices of governmental planning and zoning economic development;
- Thorough knowledge of laws and ordinances affecting the land use, planning, zoning economic development;
- Methods of research, policy development, statistics and survey analyzes; and
- The principals of local government management and supervision.

##### **Skills:**

- Possess skills to word process general correspondence, spread sheets, and reports using a personal computer and software application.

##### **Ability to:**

- Collect, analyze, and interpret data pertaining to planning and zoning;
- Prepare revised and interpret a sound planning program for the City;
- Prepare clear and precise reports;
- Plan, assign, and direct work of departmental subordinates;
- Formulate and implement a departmental training program;
- Formulate and implement a departmental budget;
- Establish and maintain effective working relationships with other employees, government officials, and the public;
- Handle confidential information with discretion;
- Understand and interpret provisions of the municipal code, Memorandums of Understanding, Administrative Policies and Departmental Rules and other City Policies related to job duties;
- Review and evaluate employees' job performance;
- Effectively supervise subordinates;
- Foster a teamwork environment;
- Lead, coach, instruct and motivate employees;
- Provide leadership;



# CITY OF HUNTINGTON PARK

## CLASS SPECIFICATION

### DEPUTY DIRECTOR OF COMMUNITY DEVELOPMENT

|                        |                       |                                       |                           |
|------------------------|-----------------------|---------------------------------------|---------------------------|
| Civil Service Status:  | Exempt                | Bargaining Unit:                      | Non-Represented Employees |
| Probationary Period:   | At-Will               | Approved by Civil Service Commission: | 08/29/2019                |
| Classification Series: | Community Development | Approved by City Council:             | 09/03/2019                |
| FLSA Status:           | Exempt                | Resolution No.:                       | 2019-XX                   |

(Continued)

- Provide work instructions;
- Initiate, recommend and carry out personnel actions, as required;
- Organize, assign, schedule and delegate workload among employees;
- Speak before groups of people;
- Effectively manage workplace diversity issues in a diverse organization;
- Work necessary hours and times to accomplish goals, objectives and requires tasks;
- Effectively communicate both orally and in writing;
- Deal with all levels of employees and the public;
- Initiate and accomplish work in a timely manner;
- Assume responsibility for providing effective customer service;
- Effectively handle irate customers;
- Assume responsibility for maintaining a safe working environment;
- Establish smooth working relationships and resolve interpersonal conflicts; and
- Develop necessary skills from on-the-job training and meet the standards of performance or higher for the classification by the end of the probationary period.

**Education and Experience Guidelines** – *Any combination of equivalent education, training and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

**Education/Training:**

A Bachelor's degree in Urban Planning, Business Administration, or a closely related field from an accredited college or university, a Master's degree in Public or Business Administration or closely related field is desirable.

**Experience:**

Five (5) years of progressively responsible experience in Community Development, Urban Planning, and/or Economic Development.

**License or Certificate:**

A valid California Class C Driver's License and a satisfactory driving record.

**Physical Requirements:**

Must meet approved physical and pre-placement medical standards for the position.



# CITY OF HUNTINGTON PARK

## CLASS SPECIFICATION

### RECREATION COORDINATOR

|                        |                      |                                       |                           |
|------------------------|----------------------|---------------------------------------|---------------------------|
| Civil Service Status:  | Open Competitive     | Bargaining Unit:                      | Non-Represented Employees |
| Probationary Period:   | At-Will              | Approved by Civil Service Commission: | 08/29/2019                |
| Classification Series: | Parks and Recreation | Approved by City Council:             | 09/03/2019                |
| FLSA Status:           | Non-Exempt           | Resolution No.:                       | 2019-XX                   |

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.

#### **DEFINITION**

Under general direction of the Recreation Supervisor, this professional position plans, organizes and supervises public recreation activities and programs at various locations such as park buildings, playgrounds, athletic fields and/or perform other related work as required.

#### **EXAMPLE OF DUTIES**

*The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.*

- Develop, supervise and conduct Recreation Programs, such as vacation and special holiday recreation programs for children, youth and adults;
- Supervise and assist assigned employees;
- Plan, organize and coordinate activities including, but not limited to, adult and youth sports programs, skate park and special events;
- Submit reports and evaluations of special events;
- Coordinate, promote, implement and evaluate recreation activities, as assigned;
- Schedule, organize, coordinate and implement year-round recreational programs and cultural arts activities, such as contract classes, cultural arts, tiny-tot programs, after-school playgrounds, and special sports programs or events;
- Prepare or coordinate the development of event publicity, including news releases, flyers, pamphlets and brochures;
- Supervise, evaluate, train, and discipline assigned staff, part-time staff, volunteers and contract employees;
- Schedule working hours for part-time recreation staff;
- Plan, direct, coordinate and schedule recreation staff work schedules;
- Prioritize, schedule, assign and outline work assignments;
- Monitor service delivery of programs and projects;
- May collect fees and register patrons for programs and activities;
- Interpret contracts, facility policies, rules and procedures to prospective users and assures their enforcement;
- Serve on committees within the City and in professional job-related organizations;
- Represent the City and/or department at meetings, seminars, workshops and conferences;
- Participate in the development of the annual budget for a recreation activity or group of activities;
- Research, prepare and present a variety of oral and written reports in a professional manner;
- Maintain records and develop reports concerning new or ongoing programs and program effectiveness;

# CITY OF HUNTINGTON PARK

## CLASS SPECIFICATION

### RECREATION COORDINATOR

|                        |                      |                                       |                           |
|------------------------|----------------------|---------------------------------------|---------------------------|
| Civil Service Status:  | Open Competitive     | Bargaining Unit:                      | Non-Represented Employees |
| Probationary Period:   | At-Will              | Approved by Civil Service Commission: | 08/29/2019                |
| Classification Series: | Parks and Recreation | Approved by City Council:             | 09/03/2019                |
| FLSA Status:           | Non-Exempt           | Resolution No.:                       | 2019-XX                   |

(Continued)

- Recommend and arrange for the purchase of necessary equipment and supplies;
- Establish and maintain effective working relationships with employees, volunteers, public groups, agencies and others contacted in the course of work;
- Open and close facilities;
- Maintain safety standards and specialized safety requirements;
- Assumes responsibility for ensuring the duties of the position are performed in safe, efficient manner; and
- Performs other related duties as assigned or as situation requires.

#### **MINIMUM QUALIFICATIONS**

*The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.*

##### **Knowledge of:**

- Equipment, software, programs and technical skills applicable to operating department;
- The basic principles and purposes of recreation programs including budgeting, purchasing, and personnel management;
- The techniques and methods of organizing group activities;
- The rules and regulations of sports activities;
- Current policies, procedures and methods necessary to plan, organize, schedule and implement department and City activities, programs and personnel;
- Budget preparation and control;
- Promotional programs and marketing methods;
- The requirements of maintaining facilities in a safe, clean and orderly condition;
- Occupational hazards and safety regulations; and
- Modern office practices and procedures.

##### **Skills:**

- Skills and equipment used in popular sports, crafts and games;
- Planning, supervising and evaluating the work of others as related to recreation programs;
- Operate equipment necessary to perform assigned duties; and
- Possess skills to word process general correspondence, spreadsheets, and reports using a personal computer and software application.

##### **Ability to:**

- Motivate volunteers and other staff involved with the various programs;
- Organize and prioritize work;
- Evaluate the measurable results of programs and services;
- Direct others in efforts aimed at achieving specified outcomes and objectives;

# CITY OF HUNTINGTON PARK

## CLASS SPECIFICATION

### RECREATION COORDINATOR

|                        |                      |                                       |                           |
|------------------------|----------------------|---------------------------------------|---------------------------|
| Civil Service Status:  | Open Competitive     | Bargaining Unit:                      | Non-Represented Employees |
| Probationary Period:   | At-Will              | Approved by Civil Service Commission: | 08/29/2019                |
| Classification Series: | Parks and Recreation | Approved by City Council:             | 09/03/2019                |
| FLSA Status:           | Non-Exempt           | Resolution No.:                       | 2019-XX                   |

(Continued)

- Analyze, interpret and explain department policies and procedures;
- Plan, organize, schedule and implement department and City activities and programs in a professional and technically competent manner;
- Teach recreational activities to groups and individuals of all ages;
- Enlist and support the interest and continued participation of children and adults in the recreation program;
- Establish and maintain effective working relationships with employees, public officials and groups, volunteers, media and members of the public in the course of work;
- Work outside normal working hours, making self available for late evenings, weekends, holidays and emergencies;
- Provide good customer service to the public using the Department of Parks and Recreation services;
- Maintain professionalism in attitude, attire, relationships, work product and confidentiality;
- Identify occupational hazards and develop solutions that meet safety regulations;
- Be resourceful, take initiative, be creative, be a problem solver and use ingenuity;
- Officiate youth sports programs;
- Resolve interpersonal conflicts;
- Handle confidential information with discretion;
- Understand and interpret provisions the municipal code, Memorandums of Understanding, Administrative Policies and Departmental Rules and other City Policies related to job duties;
- Review and evaluate employees' job performance;
- Effectively supervise subordinates;
- Lead, coach, instruct and motivate employees;
- Provide leadership and work instructions;
- Willingness to initiate, recommend and carry out personnel actions as required;
- Organize, prioritize, assign, schedule and delegate workload among employees;
- Speak before groups of people;
- Effectively manage workplace diversity issues in a diverse organization;
- Work necessary hours and times to accomplish goals, objectives and requires tasks;
- Effectively communicate both orally and in writing;
- Deal with all levels of employees and the public;
- Initiate and accomplish work in a timely manner;
- Assume responsibility for providing effective customer service;
- Work overtime as requested;
- Effectively handle irate customers;
- Assume responsibility for maintaining a safe working environment; and

# CITY OF HUNTINGTON PARK

## CLASS SPECIFICATION

### RECREATION COORDINATOR

|                        |                      |                                       |                           |
|------------------------|----------------------|---------------------------------------|---------------------------|
| Civil Service Status:  | Open Competitive     | Bargaining Unit:                      | Non-Represented Employees |
| Probationary Period:   | At-Will              | Approved by Civil Service Commission: | 08/29/2019                |
| Classification Series: | Parks and Recreation | Approved by City Council:             | 09/03/2019                |
| FLSA Status:           | Non-Exempt           | Resolution No.:                       | 2019-XX                   |

(Continued)

- Develop necessary skills from on-the-job training and meet the standards of performance or higher for the classification by the end of the probationary period.

**Education and Experience Guidelines** – *Any combination of equivalent education, training and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

**Education/Training:**

A Bachelor's Degree in Recreation, Leisure Studies, Child Development or Liberal Arts or closely related field from an accredited college or university.

**Experience:**

Two (2) years of progressive experience in recreation, leisure studies, child care, education or related field with experience in staff supervision.

**License or Certificate:**

A valid California Class C Driver's License and a satisfactory driving record.

**Desirable Qualifications:**

Ability to Speak Spanish; and  
Current CPR and First Aid Certification.

**Physical Requirements:**

Must meet approved physical and pre-placement medical standards for the position.



# CITY OF HUNTINGTON PARK

## CLASS SPECIFICATION

### SENIOR RECREATION SUPERVISOR

|                        |                      |                                       |                           |
|------------------------|----------------------|---------------------------------------|---------------------------|
| Civil Service Status:  | Open Competitive     | Bargaining Unit:                      | Non-Represented Employees |
| Probationary Period:   | At-Will              | Approved by Civil Service Commission: | 08/29/2019                |
| Classification Series: | Parks and Recreation | Approved by City Council:             | 09-03-2019                |
| FLSA Status:           | Non-Exempt           | Resolution No.:                       | 2019-XX                   |

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

#### **DEFINITION**

Under direction of the Director of Parks and Recreation, this mid-management position plans, organizes, directs and administers broad and varied programs of public recreation activities conducted by the Parks and Recreation Department and supervises full and part-time staff and performs related duties as required.

#### **EXAMPLE OF DUTIES**

*The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.*

- This supervisory position is responsible for organizing, coordinating, and monitoring the work of staff in an assigned area of the City's recreation activities and programs;
- Performs professional work involving assistance to the Director of Parks & Recreation and Recreation Manager;
- Assists in the administration and conduct of overall Parks and Recreation City programs;
- Plans, organizes, coordinates and directs a variety of activities at City parks and recreation facilities and areas; such as contract classes, cultural arts, after-school programs, senior programs, adult and youth sports programs, skate park, splash pad, and special sports programs and Citywide events;
- Publicizes, conducts and evaluates recreation programs, special events and activities;
- Studies and observes interest, attendance and participation and make recommendation on recreational activities for the community;
- Meets with groups and the public to explain and promote interest and participation in City recreational activities;
- Participates in the development of the annual budget and grant acquisitions for a recreation activity or group of activities;
- Prepares and justifies budget requests;
- Directs contract and class programs;
- Drafts and revises contracts for instructors and initiates payment to contractors;
- Recommends and arranges for the purchase of necessary equipment and supplies;
- Recruits and trains coaches and officials;
- Supervises, evaluates, trains, and disciplines subordinates, part-time, volunteers and contract employees;
- Holds staff meetings to discuss and evaluate program techniques and content;
- Participates in the planning, development and implementation of the various volunteer programs (Junior Leader Program, Teen Center and After-School Program);
- Prepares and presents a variety of oral and written reports;
- Recommends and arranges for the purchase of necessary equipment and supplies;
- Maintains a variety of records and files;

# CITY OF HUNTINGTON PARK

## CLASS SPECIFICATION

### SENIOR RECREATION SUPERVISOR

|                        |                      |                                       |                           |
|------------------------|----------------------|---------------------------------------|---------------------------|
| Civil Service Status:  | Open Competitive     | Bargaining Unit:                      | Non-Represented Employees |
| Probationary Period:   | At-Will              | Approved by Civil Service Commission: | 08/29/2019                |
| Classification Series: | Parks and Recreation | Approved by City Council:             | 09-03-2019                |
| FLSA Status:           | Non-Exempt           | Resolution No.:                       | 2019-XX                   |

(Continued)

- May collect fees and register patrons for programs and activities;
- Promotes and enforces the safe use of all facilities;
- Represents the City and/or department at meetings, seminars workshops and conferences;
- Serves on committees within the City and in professional job related organizations;
- Establishes and maintains effective working relationships with employees, volunteers, public groups, agencies and others contacted in the course of work;
- Monitors facility and ball field reservation procedures;
- Serves as Staff Liaison to Parks and Recreation Commission, Arts & Culture Commission, and Youth Commission;
- Assumes responsibility for ensuring the duties of the position are performed in safe, efficient manner;
- Supervises park facilities and oversees physical maintenance of sites/facilities;
- Conducts meetings with public organizations and the community at large in order to better explain the objectives of certain Park programs and goals;
- Utilizes business intelligence and analytical data to make sound program decisions;
- Serves as liaison for the department to communicate with other departments, public, and outside agencies;
- Provides instruction or assists in conducting recreational activities and organizes various sport activities for citizens;
- Researches, identifies and develops funding strategies to support current and future programs and projects;
- Monitors Community Development Block Grant Funding (CDBG), as it relates to Parks and Recreation;
- Manages departmental fleet maintenance;
- Supervises and monitors winter and summer youth work experience; and
- Performs other related duties as assigned or as situation requires.

#### **MINIMUM QUALIFICATIONS**

*The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.*

##### **Knowledge of:**

- Equipment, software, programs and technical skills applicable to operating department;
- Organization and supervision in youth and adult recreation programs;
- Leadership techniques and methods of planning, organizing and coordinating recreational activities;
- Techniques and methods of organizing group activities;
- Rules and regulations of sports activities;

# CITY OF HUNTINGTON PARK

## CLASS SPECIFICATION

### SENIOR RECREATION SUPERVISOR

|                        |                      |                                       |                           |
|------------------------|----------------------|---------------------------------------|---------------------------|
| Civil Service Status:  | Open Competitive     | Bargaining Unit:                      | Non-Represented Employees |
| Probationary Period:   | At-Will              | Approved by Civil Service Commission: | 08/29/2019                |
| Classification Series: | Parks and Recreation | Approved by City Council:             | 09-03-2019                |
| FLSA Status:           | Non-Exempt           | Resolution No.:                       | 2019-XX                   |

(Continued)

- Current policies, procedures and methods necessary to plan, organize, schedule and implement departmental and City activities, programs and personnel;
- Budget preparation and control;
- Promotional programs and marketing methods;
- Requirements of maintaining facilities in a safe, clean and orderly condition;
- Occupational hazards and safety regulations; and
- Modern office practices and procedures.

#### Skills:

- Equipment used in popular sports, crafts and games;
- Evaluating the measurable results of programs and services;
- Planning, supervising and evaluating the work of others as related to recreation programs;
- Possess skills to word process general correspondence, spreadsheet, and reports using a personal computer and software applications; and
- Operate equipment necessary to performed assigned duties.

#### Ability to:

- Make independent judgments and decisions based on standard policy or procedures particularly in problem situations;
- Motivate volunteers and other staff involved with the various programs;
- Organize and prioritize work;
- Exert leadership to develop program contacts and resources;
- Analyze, interpret and explain department policies and procedures;
- Plan, organize, schedule and implement department and City activities and programs in a professional and technically competent manner;
- Teach recreational activities to groups and individuals of all ages;
- Enlist and support the interest and continued participation of children and adults in the recreation program;
- Direct others in efforts aimed at achieving specified outcomes and objectives;
- Establish and maintain effective working relationships with employees, public officials and groups, volunteers, media and members of the public contact in the course of work;
- Work outside normal working hours, making self available for late evenings, weekends, holidays and emergencies;
- Provide good customer service to the public using the Parks and Recreation Department services;
- Maintain professionalism in attitude, attire, relationships, work product and confidentiality;
- Identify occupational hazards and develop solutions that meet safety regulations;
- Provide own transportation to various work sites;
- Be resourceful, take initiative, be creative, be a problem-solver, and use ingenuity;
- Resolve interpersonal conflicts;

# CITY OF HUNTINGTON PARK

## CLASS SPECIFICATION

### SENIOR RECREATION SUPERVISOR

|                        |                      |                                       |                           |
|------------------------|----------------------|---------------------------------------|---------------------------|
| Civil Service Status:  | Open Competitive     | Bargaining Unit:                      | Non-Represented Employees |
| Probationary Period:   | At-Will              | Approved by Civil Service Commission: | 08/29/2019                |
| Classification Series: | Parks and Recreation | Approved by City Council:             | 09-03-2019                |
| FLSA Status:           | Non-Exempt           | Resolution No.:                       | 2019-XX                   |

(Continued)

- Handle confidential information with discretion;
- Understand and interpret provisions the municipal code, Memorandums of Understanding, Administrative Policies and Departmental Rules and other City Policies related to job duties;
- Review and evaluate employees' job performance;
- Foster a teamwork environment;
- Effectively supervise subordinates;
- Lead, coach, instruct and motivate employees;
- Provide leadership and work instructions;
- Willingness to initiate, recommend and carry out personnel actions as required;
- Organize, prioritize, assign, schedule and delegate workload among employees;
- Speak before groups of people;
- Effectively manage workplace diversity issues in a diverse organization;
- Work necessary hours and times to accomplish goals, objectives and required tasks;
- Effectively communicate both orally and in writing;
- Deal with all levels of employees and the public;
- Initiate and accomplish work in a timely manner;
- Assume responsibility for providing effective customer service;
- Work overtime as requested;
- Effectively handle irate customers;
- Assume responsibility for maintaining a safe working environment; and
- Develop necessary skills from on-the job training and meet the standards of performance or higher for the classification by the end of the probationary period.

**Education and Experience Guidelines** – *Any combination of equivalent education, training and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

**Education/Training:**

A Bachelor's Degree from an accredited college or university in Recreation, Leisure Studies, Child Development or Liberal Arts or closely related field. A Master Degree in Public Administration or related field is desirable. Eight years of experience may be substituted for four years of education to a maximum of four years.

**Experience:**

Seven (7) years of recreation leadership including at least five (5) years (Full Time) in a supervisory capacity in recreation, child care, education or related field with experience in overseeing a subordinate staff.



# CITY OF HUNTINGTON PARK

## CLASS SPECIFICATION

### SENIOR RECREATION SUPERVISOR

|                        |                      |                                       |                           |
|------------------------|----------------------|---------------------------------------|---------------------------|
| Civil Service Status:  | Open Competitive     | Bargaining Unit:                      | Non-Represented Employees |
| Probationary Period:   | At-Will              | Approved by Civil Service Commission: | 08/29/2019                |
| Classification Series: | Parks and Recreation | Approved by City Council:             | 09-03-2019                |
| FLSA Status:           | Non-Exempt           | Resolution No.:                       | 2019-XX                   |

#### **License or Certificate:**

A valid California Class C Driver's License and a satisfactory driving record.

#### **Desirable Qualifications:**

Ability to Speak Spanish; and  
Current CPR and First Aid Certification.

#### **Physical Requirements:**

Must meet approved physical and pre-placement medical standards for the position.



# CITY OF HUNTINGTON PARK

## Police Department City Council Agenda Report

September 3, 2019

Honorable Mayor and Members of the City Council  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

### **CONSIDERATION AND APPROVAL FOR AUTHORIZATION TO PURCHASE ONE POLICE DEPARTMENT PARKING ENFORCEMENT SERVICES UNIT POLICE VEHICLE AND SUPPLEMENTARY EQUIPMENT**

#### **IT IS RECOMMENDED THE CITY COUNCIL:**

1. Authorize the requisition of funds to purchase one new Police Department Parking Enforcement Services Division vehicles from the FORD MOTOR COMPANY, specifically South Bay Ford in Hawthorne, CA, and install associated equipment; and
2. Authorize Chief of Police to purchase the vehicle and have the associated equipment installed.

#### **BACKGROUND**

Currently Parking Enforcement fields two 2003 Chevrolet, S10 model trucks. The trucks hold dual purpose. The first is they are used for daily parking enforcement duties; the second is the utilization of the bed for transporting barricades, equipment and large items recovered by officers.

During the past month, parking enforcement unit #884 suffered catastrophic brake and transmission failure. After assessment by the Public Works Service Garage Department, unit #884 has been deemed unsafe and unable to return to service due to operational risk and cost of repairing the aging vehicle, in comparison to the value and reliability of the vehicle.

The City of Huntington Park Vehicle Replacement Policy sets general guidelines for requesting budget expenditure authority to replace City owned vehicles. The two notable guidelines are 5 years of age or 100,000 miles. See attachment A for further details.

# **CONSIDERATION AND APPROVAL FOR AUTHORIZATION TO PURCHASE ONE POLICE DEPARTMENT PARKING ENFORCEMENT SERVICES UNIT POLICE VEHICLES AND SUPPLEMENTARY EQUIPMENT**

September 3, 2019

Page 2 of 3

## **ANALYSIS**

As shown in the table below, both parking enforcement vehicles are approximately 16 years old, exceeding the 5-year City's Vehicle Replacement recommendation, as well as unit #882 being over the desired 100,000 recommended mileage. Unit #884, even though under the mileage cap, has been deemed unsafe to field due to mechanical failure and has been removed from service.

| <b>UNIT #</b> | <b>MILEAGE</b> | <b>YEAR</b> | <b>MAKE</b> | <b>MODEL</b> |
|---------------|----------------|-------------|-------------|--------------|
| 882           | 142,549        | 2003        | Chevrolet   | S10          |
| 884           | 88,978         | 2003        | Chevrolet   | S10          |

Attachment C is a report provided by the Public Works Service Garage Department concerning the mechanical status of both units #882 and #884. The report outlines the various mechanical and functionality issues associated with each vehicle.

The recommended replacement parking enforcement vehicle is the 2019 Ford Ranger XLT mid-size truck. It is equipped standard with a 2.4 liter V4 engine that provides 23 MPG fuel efficiency, back-up sensors, trailer tow package, and updated safety features which the current vehicles don't have. The Ford Ranger is one of the current industry standard parking enforcement vehicles due to its design and functionality.

## **RECOMMENDATION**

Due to the dilapidated condition, body damage, high mileage, age, and poor mechanical condition of the current Chevrolet S10 parking enforcement vehicles, the Police Department recommends their replacement with the purchase of one new 2019 Ford Ranger XLT mid-sized trucks.

## **PROCUREMENT PROCESS**

The City Council is asked to consider the purchase of one new parking enforcement vehicle from South Bay Ford. Staff recognizes the City's usual procurement process requires three bids for a purchase of this nature. However, staff has found it difficult to obtain bids from other Ford dealers that have provided bids in the past, due to the City repeatedly selecting South Bay Ford to purchase vehicles from. It is the opinion of staff that other Ford dealers have recognized that South Bay Ford provided competitive pricing and it is likely the City will again choose South Bay Ford to purchase the vehicles from. In the last five cycles of police vehicle purchases, in the past 3 years, South Bay Ford was the lowest bidder. Staff is confident South Bay Ford provides competitive pricing and would match or beat the pricing of any other dealer, if another dealer was to submit a bid, which to this date have not and continue to be unresponsive to requests by staff for bids.

Based on these reasons, the recommended dealer to purchase the vehicles from is South Bay Ford in Hawthorne, CA, at a base price of \$27,054.18. An additional - not to

# **CONSIDERATION AND APPROVAL FOR AUTHORIZATION TO PURCHASE ONE POLICE DEPARTMENT PARKING ENFORCEMENT SERVICES UNIT POLICE VEHICLES AND SUPPLEMENTARY EQUIPMENT**

September 3, 2019

Page 3 of 3

exceed - allowance of \$25,000 to equip each vehicle with a police radio, mobile data computer, overhead amber lights, police decals, and other associated equipment is requested. Maximum total cost of the vehicle is \$52,054.18.

## **FISCAL IMPACT/FINANCING**

The total fiscal impact for this requested expenditure is not to exceed \$52,054.18, to be drawn from account number 111-7010-421.74-10. Sufficient monies are budgeted in the Fiscal Year 2019-20 General Fund Police Department budget for the purchase of vehicles.

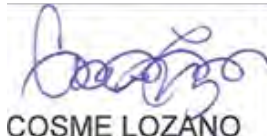
## **CONCLUSION**

Upon approval by City Council staff will proceed with recommended actions.

Respectfully submitted,



Ricardo Reyes  
City Manager



COSME LOZANO  
Chief of Police

## **ATTACHMENT(S)**

- A. City of Huntington Park Vehicle Replacement Policy
- B. Ford of South Bay Quote
- C. Public Works Service Garage Vehicle Report

# ATTACHMENT “A”

## Vehicle Replacement Policy

The purpose of the policy is to provide guidelines for the replacement of City owned vehicles.

The following table sets forth the guidelines for requesting budget authority to replace City owned vehicles. Leased vehicles are governed by the terms of the lease.

| <u>Description</u> | <u>Age</u> | <u>Miles</u> |
|--------------------|------------|--------------|
| Passenger cars     | 5          | 100,000      |
| Police cars        | 5          | 150,000      |
| Police motorcycles | 5          | 150,000      |
| Passenger vans     | 5          | 150,000      |
| Non-passenger vans | 7          | 150,000      |
| Light trucks       | 7          | 150,000      |
| Heavy trucks       | 10         | 200,000      |

### Procedure

1. A Department requesting a vehicle replacement shall arrange for a physical inspection of the vehicle by the City's Vehicle Maintenance (VM) division during March-April of a year.
2. VM will inspect the vehicle and validate that its age/mileage meets these stated guidelines.
3. VM, based on the inspection and the vehicle's specific maintenance history, shall make a recommendation as to whether the vehicle should be replaced or can continue in service.
4. The Department will then attach VM's recommendation replace the vehicle when submitting the department's capital budget request for the upcoming budget cycle.
5. When a City owned vehicle has been damaged beyond reasonable repair or is otherwise determined by VM that it is unsafe, the Department Head may request, with the concurrence of the Finance Director, the City Manager to bring a budget amendment for City Council approval to replace that vehicle at any time during a year.
6. The budget request will be supported by a memorandum or City Council staff report, as appropriate, justifying why the vehicle needs to be replaced including the impacts of not replacing it.

7. The Department shall provide a cost/benefit analysis supporting the recommendation for acquisition by purchase or lease for Finance Department concurrence.
8. When a vehicle has been permanently taken out of service, the Department will immediately notify General Accounting.
9. General Accounting will remove the vehicle from the listing of City owned vehicles not later than the end of the current fiscal year.
10. If the vehicle had been purchased with grants funds, General Accounting will immediately notify Grants.
11. Grants will notify the grantor agencies of the retirement in accordance with procedures required by grant.

## ATTACHMENT “B”





May 7, 2019

City of Huntington Park  
Huntington Park Police Department  
6542 Miles Ave.  
Huntington Park, CA 90255

Reference: Email Request for Quote May 2, 2019, Lieutenant Neil Castelli

Attention: Lieutenant Neil Castelli

Dear Lieutenant Castelli,

On behalf of the employees of South Bay Ford we are pleased to submit our response to the City of Huntington Park Police Department's Request for Quote for a 2019 Ford Ranger Pickup, Black with Doors and Roof Painted White.

Please note that SYNC is Standard on all Ford Ranger Models. I added two (2) features that were not on your list:

1. Backup Alarm (60H)
2. Trailer Tow Package (53R)

If you prefer not to include these to options I can reprice our quote.

The proposed Order Configuration is attached.

|                                                                    |             |
|--------------------------------------------------------------------|-------------|
| South Bay Ford Price FOB City of Huntington Park Police Department | \$24,531.00 |
| Sales Tax (10.25%)                                                 | \$2,514.43  |
| Tire Fee                                                           | \$8.75      |
| Exempt Plates                                                      | N/C         |
| Total Unit Price                                                   | \$27,054.18 |

We at South Bay Ford appreciate the opportunity to respond to your request for quote. If you require additional information or clarification to our bid please contact me at my office (310) 706-6086, email at [jjohnson@southbayford.com](mailto:jjohnson@southbayford.com) or my mobile (310) 720-0462.

Sincerely,

Jerald T. Johnson  
Government Fleet Manager  
South Bay Ford

## ATTACHMENT “C”

| <b>UNIT</b> | <b>MILES</b>   | <b>YEAR</b> | <b>MAKE</b>  | <b>MODEL</b>  |
|-------------|----------------|-------------|--------------|---------------|
| <b>279</b>  | <b>60317.5</b> | <b>2010</b> | <b>FORD</b>  | <b>ESCAPE</b> |
| <b>961</b>  | <b>51126.9</b> | <b>2010</b> | <b>FORD</b>  | <b>ESCAPE</b> |
| <b>884</b>  | <b>88978</b>   | <b>2003</b> | <b>CHEVY</b> | <b>S10</b>    |
| <b>882</b>  | <b>142549</b>  | <b>2003</b> | <b>CHEVY</b> | <b>S10</b>    |
| <b>886</b>  | <b>19912</b>   | <b>2012</b> | <b>GMC</b>   | <b>SIERRA</b> |

| <b>UNIT</b> | <b>MECHANICAL ISSUES</b>                                                                                                                                                                                                                                  |
|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 279         | Unit needs interior and exterior maintenance such as reupholstering seats, minimal body work, and interior wash. MDC holding unit does not charge tablet and loses power. Exterior decals need to be reinstalled. Unit radio is not functioning properly. |
| 961         | Unit needs interior and exterior maintenance such as reupholstering seats, minimal                                                                                                                                                                        |

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | body work, and interior wash. MDC holding unit does not charge tablet and loses power. Exterior decals need to be reinstalled. This unit does not have a PA system or an air horn.                                                                                                                                                                                                                                                                                                                                                                                     |
| 884 | Unit is constantly at the city yards shop due to wear and tear. Unit over heats during the summer and during the winter defroster does not always function properly. Dashboard glitches and does not show proper readings. All warning lights light up when vehicle hits a bump or pothole. Seats need to be reupholstered and cushion needs to be added for comfort. AC does not always function properly. MDC glitches due to power being cut off when compartment is moved due to going over potholes or speed bumps. Unit has been taken in due to braking issues. |
| 882 | Unit has turn signal malfunctions. Issue does not get resolved by changing the light bulbs. Vehicle is often                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

|     |                                                                                                                                                                                                                                                                                                                                                                                                     |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | <p>taken into city yards for maintenance and mechanical issues such as overheating, wipers not functioning, transmission not making changes properly, and lack of power to engine.</p>                                                                                                                                                                                                              |
| 886 | <p>Vehicle needs an MDC unit. Vehicle is not used to its full potential due to not being able to run plates, open or dispatch self to calls. Vehicle has body damage 360 degrees, paint is chipping and needs to have interior detailed. Front driver side seat needs to be reupholstered to prevent larger tear. Decals need to be replaced to due sun damage. No mechanical issues with unit.</p> |



# CITY OF HUNTINGTON PARK

Police Department  
City Council Agenda Report

September 3, 2019

Honorable Mayor and Members of the City Council  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

## **CONSIDERATION AND APPROVAL FOR AUTHORIZATION TO ENTER INTO AN INTERAGENCY MEMORANDUM OF AGREEMENT (MOA) WITH CENTINELA YOUTH SERVICES, INC. FOR THE JUVENILE ARREST DIVERSION PROGRAM**

### **IT IS RECOMMENDED THAT THE CITY COUNCIL:**

1. Approve the Memorandum of Agreement (MOA) with Centinela Youth Services, Inc. (CYS); and
2. Authorize Mayor to execute the MOA.

### **BACKGROUND**

The Centinela Youth Service (CYS) Juvenile Arrest Diversion Program (JADP) offers an alternative method to standard juvenile arrest and prosecution practices; which include an initial juvenile assessment to determine the risk level and needs of the juvenile. In addition, an assessment is conducted to determine appropriate interventions. Whenever a juvenile offender's crime impacts a victim, whether an individual or institution, the juvenile and the victim are interviewed to determine if mediation is appropriate. Moreover, with the CYC diversion program, the juvenile offenders may participate in various community service based programs, with the program facilitating monetary restitution.

The purpose of this MOA is for the City (Police Department) to continue operational practices with CYC as it has since 2015, and set forth terms and conditions to ensure the functionality of CYC continues to serve the needs of the community. Under the terms of the MOA, the Police Department and CYC will remain responsible for the supervision and control of its own employees and officers.

### **FISCAL IMPACT/FINANCING**

There is no fiscal impact associated with this MOA.

**CONSIDERATION AND APPROVAL FOR AUTHORIZATION TO ENTER INTO AN  
INTERAGENCY MEMORANDUM OF AGREEMENT (MOA) WITH CENTINELA  
YOUTH SERVICES, INC. FOR THE JUVENILE ARREST DIVERSION PROGRAM**

September 3, 2019

Page 2 of 2

**CONCLUSION**

Upon approval by City Council staff will proceed with recommended actions.

Respectfully submitted,



Ricardo Reyes  
City Manager



COSME LOZANO  
Chief of Police

**ATTACHMENT(S)**

A. Memorandum of Agreement (MOA)

# ATTACHMENT “A”



**MEMORANDUM OF AGREEMENT 19-M100**  
**BETWEEN**  
**CENTINELA YOUTH SERVICES, INC.**  
**AND**  
**THE CITY OF HUNTINGTON PARK POLICE DEPARTMENT**  
**REGARDING THE JUVENILE ARREST DIVERSION PROGRAM**

This Memorandum of Agreement (MOA) is made and entered into on February 26, 2019, by the City of Huntington Park Police Department (HPPD), located at 6542 Miles Avenue, Huntington Park, California 90255, and the Centinela Youth Services, Inc. (CYS), located at 11539 Hawthorne Boulevard, Suite 500, Hawthorne, California 90250, herein referred to as the Parties.

WHEREAS the HPPD desires to work in partnership with the CIS, by referring juvenile offenders suitable to this program, and

WHEREAS the CIS desires to provide such program for the HPPD at no cost to the HPPD or to the City of Huntington Park in general.

NOW, THEREFORE, the Parties agree as follows:

**I. PARTIES**

The parties to this MOA are the HPPD and the CIS

**II. PURPOSE**

The purpose of this MOA is to make the Juvenile Arrest Diversion Program available to City of Huntington Park juveniles, who come in contact with arresting officers for a misdemeanor or felony offense(s). This MOA describes how the HPPD and the CIS will work together to prevent or minimize HPPD juveniles from entering the criminal justice system. The goal of the Juvenile Arrest Diversion Program is to rehabilitate suitable juvenile offenders, by redirecting them from criminal activity, to positive alternatives, and tracking their record of success.

**III. JUVENILE ARREST DIVERSION PROGRAM**

Entering the criminal justice system can be a dramatic and life-changing experience especially for first-time offenders. The CIS provides alternatives to the traditional criminal justice system, when a juvenile is arrested for the first time. At the point of first arrest, it is beneficial to evaluate the juvenile carefully to determine if he/she can benefit from being referred to the Juvenile Arrest Diversion Program. If the juvenile is eligible for the program, the CIS resources

can be used to redirect the juvenile in a positive way. In order to participate in the Juvenile Arrest Diversion Program, the juvenile must be highly motivated to enter the program. The Juvenile Arrest Diversion Program will target juveniles who have minimal misdemeanor, felony or misdemeanor/felony arrest histories. Juveniles arrested for any offense listed in Welfare and Institutions Code, section 707(b), will not be eligible for the Juvenile Arrest Diversion Program. The CYS case managers will make referrals to various service providers and monitor the progress of the program participants. The CYS will ensure a Deputy Probation Officer is assigned to the Juvenile Arrest Diversion Program so that appropriate Probation Department services can be provided to the juveniles in the program.

#### IV. RESPONSIBILITIES OF THE HUNTINGTON PARK POLICE DEPARTMENT

- A. After the juvenile has been arrested, the arresting officer will conduct a criminal history search for use in determining the juvenile's eligibility for - the Juvenile Arrest Diversion Program.
- B. The on-duty HPPD Watch Commander or Juvenile Coordinator or designee, will determine if a juvenile is eligible for referral to the Juvenile Arrest Diversion Program, using the eligibility criteria approved by the District Attorney's Office.
- C. If the juvenile is eligible for the Juvenile Arrest Diversion Program, the parent(s) and/or guardian will be contacted to pick up their juvenile at the HPPD and the arresting officer(s) will provide the parent(s) and/or guardian with a packet, containing the CYS forms to be completed by the parent. If the parent(s) and/or guardian agree to participate in the Juvenile Arrest Diversion Program, the arresting officer(s) will send a referral to the CYS.
- D. If the parent(s) and/or guardian agree to participate in the Juvenile Arrest Diversion Program and CYS selects the juvenile to participate in the program, the Arrest Report will be written but held in abeyance, pending the juvenile's completion of the Juvenile Arrest Diversion Program.
- E. Although the CYS will be primarily responsible for tracking the progress of the juvenile in the Juvenile Arrest Diversion Program, the Juvenile Coordinator will also maintain tracking information for their respective area. The CYS and the Juvenile Coordinator will liaison with each other regarding the status of referrals, on a weekly basis.
- F. The Juvenile Coordinator will ensure all HPPD officers are properly trained on how to complete paperwork and reports pertaining to the Juvenile Arrest Diversion Program.

#### V. RESPONSIBILITIES OF THE CENTINELA YOUTH SERVICES

- A. The CYS will conduct the orientation, intake, and assessment of the juveniles referred to the Juvenile Arrest Diversion Program, by the HPPD.

- B. The CYS will obtain written consent from juveniles and the juveniles' parent(s) and/or guardian to participate in the Juvenile Arrest Diversion Program.
- C. The CYS Case Manager will review the initial case file and develop a service plan or contract for up to six months.
- D. If a juvenile fails to attend orientation, the CYS will notify the Juvenile Coordinator.
- E. The CYS Case Manager will monitor the progress of a juvenile and the parents(s) and/or guardian. The CYS will keep HPPD informed of the juveniles' progress in the Juvenile Arrest Diversion Program and will notify the HPPD of the juveniles' successful completion.

#### VI. POINTS OF CONTACT

- A. Cosme Lozano, Chief of Police  
HPPD  
323.826.6629—Telephone  
323.826-6680—Fax
- B. Jessica J. Ellis, Executive Director  
CYS  
310.970.7701—Telephone  
310.263.4381—Fax

#### VII. ENTIRE AGREEMENT

This MOA: a) will be binding and enforceable by the parties and their respective successors or designees, but not by any individual or organization not a party to this MOA; b) may be executed in counterparts and effective with original or facsimile signatures; c) will be governed by California law; and d) has been executed at the City of Huntington Park, California. This MOA contains the entire agreement of the parties with respect to the subject matter of this MOA.

#### VIII. .NOTICES

Formal notices, demands, and/or communications, between the HPPD and the CYS, shall be in writing and delivered to the principal offices of the HPPD and the CYS, as follows:

|       |                                                                                                                                                                                                                  |
|-------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| HPPD: | <p>HPPD<br/>6542 Miles Avenue<br/>Huntington Park, CA 90255<br/>ATTN: Cosme Lozano, Chief of Police<br/>323.826.6629—telephone<br/><del>icisneros@huntingtonparkpd.org</del><br/><i>clozano@hnpolice.org</i></p> |
|-------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|



CYS  
11539 Hawthorne Boulevard, Suite 500  
Hawthorne, CA 90250  
ATTN: Jessica J. Ellis, Executive Director

## IX. MODIFICATIONS OF AGREEMENT

This MOA may be supplemented, amended, and/or modified, only by mutual agreement of the parties. No supplement, amendment, and/or modification of this MOA shall be binding unless it is in writing and signed by all parties.

## X. SEVERABILITY

If any provision of this MOA is held invalid, illegal, unenforceable or in conflict with the laws of any jurisdiction, the validity, legality, and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

## XI. LIABILITY AND INDEMNIFICATION

Mutual Hold Harmless between the parties of this agreement: Each party agrees to indemnify and hold the other party harmless from all loss or liability for any injury or damage, actual or alleged, to persons or property, arising out of or resulting from the indemnifying party's acts or omissions, in the performance of this MOA. In the event of a third-party loss caused by the negligence, wrongful acts, or omissions of either party, each party hereto shall bear financial responsibility in proportion to its percentage of fault as may be mutually agree upon between them, or judicially determined.

## XII. EFFECTIVE DATE AND TERM OF AGREEMENT

This MOA will be in effect from the time executed, until February 26, 2021. Further, either party may terminate this MOA without cause, at any time, upon 10-days prior written notice to the other party.

### XIII. NON-DISCRIMINATION / SEXUAL HARASSMENT

The HPPD and the CYS shall not discriminate on the basis of race, color, religion, national origin, ancestry, sex, age, medical condition, mental or physical disability, marital status, sexual orientation, or veteran status, in its acceptance, assignment, treatment, or evaluation of juveniles, who participate in the Juvenile Arrest Diversion Program. The HPPD and the CYS agree to abide by current federal and state guidelines for avoidance of sexual harassment.

#### XIV. REPRESENTATION

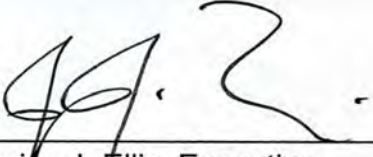
Each Party represents that: a) it will abide by all applicable federal, state, or local statutes or regulations; b) the individuals signing this MOA have the authority to do so; and c) has the ability and authority to perform each of its obligations under this MOA.

XV. COST

The HPPD shall participate in the Juvenile Arrest Diversion Program at no cost to the HPPD.

IN WITNESS THEREOF, THE PARTIES HERE TO HAVE CAUSED THIS MOA to be subscribed and executed by their duly authorized officers, on the day, month, and year first written above.

**CENTINELA YOUTH SERVICES, INC.**

  
\_\_\_\_\_  
Jessica J. Ellis, Executive

08/01/2019  
\_\_\_\_\_  
DATE

**CITY OF HUNTINGTON PARK**

  
\_\_\_\_\_  
Cosme Lozano, Chief of Police

8-12-19  
\_\_\_\_\_  
DATE

\_\_\_\_\_  
Karina Macias, Mayor

\_\_\_\_\_  
DATE

\_\_\_\_\_  
City Attorney, Name

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Donna Schwartz, City Clerk

\_\_\_\_\_  
DATE



# CITY OF HUNTINGTON PARK

Police Department  
City Council Agenda Report

September 3, 2019

Honorable Mayor and Members of the City Council  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

## **CONSIDERATION AND APPROVAL FOR AUTHORIZATION TO PURCHASE ONE POLICE DEPARTMENT PATROL OPERATIONS DIVISION HYBRID VEHICLE AND SUPPLEMENTARY EQUIPMENT**

### **IT IS RECOMMENDED THE CITY COUNCIL:**

1. Authorize the requisition of funds to purchase one new Police Department Patrol Services Division police patrol vehicle from the FORD MOTOR COMPANY, specifically South Bay Ford in Hawthorne, CA., and install associated emergency response equipment; and
2. Authorize Chief of Police to purchase the vehicle and install associated equipment.

### **BACKGROUND**

The Police Department maintains a fleet of police patrol vehicles that are black and white in color and have distinct "Police" graphics identifying them as police service vehicles. These vehicles are driven by sworn police officers in the performance of their duties. In order to provide effective and efficient police service to the community, the Department must maintain an adequate number of police patrol vehicles in operation. The current number of patrol vehicles assigned to the Police Department fleet is insufficient to accommodate deployment needs due to recent mechanical failure of a couple of current older model Ford Crown Victoria patrol vehicles. Because of this, patrol officers at times have to deploy two officers to one patrol vehicle.

### **RECOMMENDATION**

In order to meet the growing demand for reliable patrol vehicles to deploy in the field, while recognizing the expense impact on the City's budget to replace patrol vehicles, it is recommended the Council authorize the purchase of one new patrol vehicle at this time. The recommended replacement patrol vehicle is the 2020 Ford Explorer Police

# CONSIDERATION AND APPROVAL FOR AUTHORIZATION TO PURCHASE ONE POLICE DEPARTMENT PATROL OPERATIONS DIVISION HYBRID VEHICLE AND SUPPLEMENTARY EQUIPMENT

September 3, 2019

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Interceptor **Hybrid** SUV, manufactured specifically for police service to meet high speed pursuit ratings and safety standards. This vehicle is now available for purchase even though it is a 2020 model.

## **ANALYSIS**

The Ford Explorer Police Interceptor SUV has become a standard in police vehicles across the nation for various practical reasons, including; a larger interior passenger and cargo space than police sedans, higher profile for added field of vision, all-wheel drive for enhanced handling during emergency operations, easier ability for officers to enter and exit the vehicle, and the enhanced image and confidence the SUV provides to the community.

Police patrol vehicles spend a lot of time idling on the job, which is what makes the 2020 Ford Explorer Police Interceptor **Hybrid** SUV the ideal choice. On-board electrical equipment can be powered using the lithium-ion hybrid battery, allowing the gasoline engine to shut off – running only intermittently to charge the battery – when the vehicle is stopped and idling. It also offers significant improvements in fuel economy and reduced engine idle time, (compared to the previous years non-Hybrid SUV models), along with across-the-board improvements in performance, capability, and overall value.

The following chart shows the fuel savings benefit of the 2020 Ford Explorer Police Interceptor SUV equipped with the 3.7 liter Hybrid engine versus the same non- Hybrid SUV model, assuming 20,000 miles per year and 60% idle time over two 8 hours shifts per day. There are obvious variables due to the fluctuating cost of fuel, hours per shift the patrol vehicle spends in the field, and the overall years in service;

### **Cost of Fuel / Years in Service / Fuel Cost Savings**

| <b>Gallon</b> | <b>1 Year</b> | <b>2 Years</b> | <b>3 Years</b> | <b>4 Years</b> | <b>5 Years</b> |
|---------------|---------------|----------------|----------------|----------------|----------------|
| <b>\$3.00</b> | \$3,800       | \$7,600        | \$11,400       | \$15,200       | \$19,000       |
| <b>\$3.50</b> | \$4,500       | \$9,000        | \$13,500       | \$18,000       | \$22,500       |
| <b>\$4.00</b> | \$5,100       | \$10,200       | \$15,300       | \$20,400       | \$25,500       |
| <b>\$4.50</b> | \$5,700       | \$11,400       | \$17,100       | \$22,800       | \$28,500       |

This study was conducted by the Ford Motor Company. Important to note that the savings continue to add-on the longer the vehicle remains in the City's fleet. Evidenced by the current age of some patrol vehicles in the police department fleet, most patrol vehicles remain in service about 10 years, which will potentially double the savings demonstrated in the above chart. Hence, each new Police Interceptor Hybrid SUV will essentially pay for itself by way of the City's savings on fuel.

# **CONSIDERATION AND APPROVAL FOR AUTHORIZATION TO PURCHASE ONE POLICE DEPARTMENT PATROL OPERATIONS DIVISION HYBRID VEHICLE AND SUPPLEMENTARY EQUIPMENT**

September 3, 2019

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## **PROCUREMENT PROCESS**

The City Council is asked to consider the purchase of the one new 2020 Ford Explorer Police Interceptor Hybrid SUV from South Bay Ford as a sole source purchase. Staff recognizes the City's usual procurement process requires three bids for a purchase of this nature. However, staff has found it difficult to obtain bids from other Ford dealers due to the City's recent repeated purchases from South Bay Ford. Other Ford dealers have simply been unresponsive to requests for bids. It is the opinion of staff that other Ford dealers have recognized that South Bay Ford provides competitive pricing and it is likely the City will again choose to purchase the vehicle from South Bay Ford. During the last three bid cycles in February 2016, March 2017, and January 2019 respectively, South Bay Ford was the lowest bidder. Based on these factors, Council is asked to honor the last three bid cycles in which South Bay Ford was the lowest bidder. Additionally, South Bay Ford has committed to priority delivery of the new SUV, although this 2020 model is already in high demand.

## **FISCAL IMPACT/FINANCING**

The total fiscal impact for this requested expenditure is not to exceed \$79,367.67, to be drawn from account number 111-7010-421.74-10. This will include installation of a police radio, mobile data computer, overhead emergency lights, police decals, and other associated equipment. Sufficient monies are budgeted in the Fiscal Year 2019-20 General Fund Police Department budget for the purchase of this vehicle.

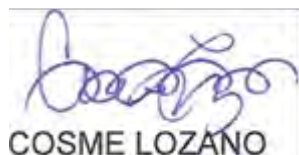
## **CONCLUSION**

Upon Council approval, staff will proceed with recommended actions.

Respectfully submitted,



**RICARDO REYES**  
City Manager



**COSME LOZANO**  
Chief of Police

## **ATTACHMENT(S)**

A. South Bay Ford Quote



# ATTACHMENT “A”



December 21, 2018

City of Huntington Park  
Huntington Park Police Department  
6542 Miles Ave.  
Huntington Park, CA 90255

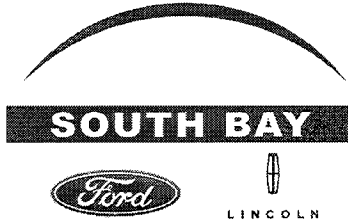
Reference: Email Request for Quote December 5, 2018, Lieutenant Neil Castelli

Attention: Lieutenant Neil Castelli

Dear Lieutenant Castelli,

On behalf of the employees of South Bay Ford we are pleased to submit our response to the City of Huntington Park Police Department's Request for Quote for a quantity of two (2) 2020 Ford Police Interceptors Utility with 3.3 L V6 Direct Injection Hybrid Engine System and 10 Speed Transmission with Shadow Black exterior paint and the two (2) Doors and Roof Painted White.


| Item # | Vehicle and Required Options                               | Statement of Compliance |
|--------|------------------------------------------------------------|-------------------------|
| A.     | 2020 FORD UTILITY POLICE INTERCEPTOR (K8A)                 | Comply                  |
| B.     | Engine 3.3L V6 Direct Injection Hybrid Engine System (99W) | Comply                  |
| C.     | 10 – Speed Automatic Transmission (44B)                    | Comply                  |
| D.     | Preferred Equipment Package (500A)                         | Comply                  |
| E.     | Dark Car Feature (43D)                                     | Comply                  |
| F.     | Dome Light Red/White (17T)                                 | Comply                  |
| G.     | Rear Door Handle & Lock Inoperable (86G)                   | Comply                  |
| H.     | Global Lock/Unlock (18D)                                   | Comply                  |
| I.     | Engine Idle (47A)                                          | Comply                  |
| J.     | Rear Camera On-Demand (19V)                                | Comply                  |
| K.     | Keyed Alike – 1248x (59B)                                  | Comply                  |
| L.     | Noise Suppression Bonds (60R)                              | Comply                  |
| M.     | Rear View Camera (87R) – Image in Rear View Mirror         | Comply                  |
| N.     | Reverse Sensing (76R)                                      | Comply                  |
| O.     | Spot Lamps (51S) LED Bulb                                  | Comply                  |
| P.     | Headlamp Housing (86P)                                     | Comply                  |
| Q.     | Rear Tail Lamp Housing (86T)                               | Comply                  |
| R.     | Configuration Audio Controls Less Voice (61R)              | Comply                  |
| S.     | Deflector Plate (76D)                                      | Comply                  |
| T.     | Front License Plate Bracket (153)                          | Comply                  |
| U.     | Agate Black (UM)                                           | Comply                  |
| V.     | Paint Doors and Roof White                                 | Comply                  |
| W.     | Charcoal Black Interior – Cloth Front / Vinyl Rear (96)    | Comply                  |
| X.     | California Emissions (422)                                 | Comply                  |



|                                                                   |             |
|-------------------------------------------------------------------|-------------|
| South Bay Ford Price FOB City of Huntington Park Maintenance Yard | \$37,287.00 |
| Sales Tax (10.25%)                                                | \$3,821.92  |
| Tire Fee                                                          | \$8.75      |
| Exempt Plates                                                     | N/C         |
| Total Unit Price                                                  | \$41,117.67 |
| Quantity Two (2)                                                  | \$82,235.34 |

We at South Bay Ford appreciate the opportunity to respond to your request for quote. If you require additional information or clarification to our bid please contact me at my office (310) 706-6086, email at [jjohnson@southbayford.com](mailto:jjohnson@southbayford.com) or my mobile (310) 720-0462.

Sincerely,

  
Jerald T. Johnson  
Government Fleet Manager  
South Bay Ford



# CITY OF HUNTINGTON PARK

Public Works Department  
City Council Agenda Report

September 3, 2019

Honorable Mayor and Members of the City Council  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

## **CONSIDERATION AND APPROVAL TO REJECT THE REQUEST FOR PROPOSALS (RFPs) FOR GRAFFITI ABATEMENT SERVICES AND RELEASE A NEW RFP**

### **IT IS RECOMMENDED THAT THE CITY COUNCIL:**

1. Reject the Request for Proposals (RFPs) for Graffiti Abatement Services; and
2. Authorize the Public Works Department to release a new Graffiti Abatement Services RFP.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

On April 16, 2016 the City entered into an agreement with Graffiti Protective Coatings for Graffiti Removal. On April 8, 2019 the City exercised its right to terminate their contract in order to issue a Request for Proposal (RFP).

Staff issued an RFP on May 9, 2019 for the aforementioned services and addendum one (1) on June 4, 2019. Two proposals were submitted but due to the high cost of the proposals the City decided to reject both proposals on August 20, 2019. Staff reexamined the scope of work made adjustments and then re-advertised the RFP on August 21, 2019. Proposals were due on August 28, 2019.

The City received only one proposal and the cost was still high.

- |                                                     |              |
|-----------------------------------------------------|--------------|
| 1. Urban Graffiti Enterprises, Inc. from Covina, CA | \$526,500.00 |
|-----------------------------------------------------|--------------|

Staff analyzed the proposal received and after reviewing it, the recommendation is to reject the RFP. The City did not receive multiple proposals, therefore would not have led to a competitive contractor selection. The new RFP with a longer timeline will allow the City to advertise the RFP longer and receive more proposals.

# **CONSIDERATION AND APPROVAL TO REJECT THE REQUEST FOR PROPOSALS (RFPs) FOR GRAFFITI ABATEMENT SERVICES AND RELEASE A NEW RFP**

September 3, 2019

Page 2 of 2

Below is a tentative schedule:

|                                   |                              |
|-----------------------------------|------------------------------|
| RFP issued and posted:            | September 5, 2019            |
| Pre-job walk meeting:             | October 1, 2019 1:00 P.M.    |
| Deadline for receipt of bids:     | October 7, 2019 at 2:00 P.M. |
| Contract awarded by City Council: | October 15, 2019             |

Upon authorization from the City Council to release a new RFP, Public Works staff will upload the RFP to the City's website and provide the City Clerk's Office with the new due date.

## **FISCAL IMPACT/FINANCING**

The budget for Graffiti Abatement in FY 19/20 is \$388,200. The proposal submitted surpassed the budgeted amount by \$138,300 and therefore staff's recommendation is to release a new RFP. There is no fiscal impact associated with the approval of the release of a new RFP.

## **CONCLUSION**

Upon Council approval, staff will proceed with the recommended actions.

Respectfully submitted,



**RICARDO REYES**  
City Manager



**DANIEL HERNANDEZ**  
Director of Public Works